

**Rainier Cemetery District
Regular Monthly Meeting
Agenda**

Date: January 3, 2024

Time: 5:00 PM

Place: Rainier Cemetery District Office, 24952 Alston Rd., Rainier, OR 97048

Pledge of Allegiance

APPROVAL OF AGENDA

VISITOR/PUBLIC COMMENT

BOARD BUSINESS

1. Meeting Minutes
 - a. Any additions or deletions from the Board of Directors.
 - b. Approve December 6, 2023 minutes.
2. Treasurers report
 - a. Review of bills with receipts
 - b. Approval of payment of bills
 - c. Review of time cards. Approval of payroll
3. Office report and Concerns
4. Sexton Report and Concerns
5. Maintenance report and Concerns

OLD BUSINESS

1. Overtime for staff
2. Office hours
3. Keys have been accounted for
4. Background checks and drug and alcohol screening program
5. Rocks at Hudson
6. Volunteer Handbook, Employee Handbook, Maintenance Handbook
7. Update - office supplies have been replenished via Amazon
9. Resolution for Lynn Kyser
10. SDAO Conference

NEW BUSINESS

1. Discuss Board member applications and set date for interviews
2. Letter to County Commissioners
3. Set date for Budget review Committee
4. Misty's concerns
5. COLA for Sexton
6. Set date for Board workshop as soon as new member is appointed
7. Set date to review, correct and approve job descriptions
8. Next of Kin authorization form