

**Rainier Cemetery**  
**District**  
**Regular Monthly Meeting**  
**Agenda**

Date: May 8, 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. Approval of April 3, 2024, minutes.
2. Treasurers report
  - a. Review of bills with receipts
  - b. Approval of payment of bills
  - c. Review of timecards. Approval of payroll
3. Office report and concerns
4. Sexton Report and concerns
5. Maintenance report and concerns

**OLD BUSINESS**

1. Report on Chapel.
2. Approval of job description for Office Administrator.
3. Cell phone purchased through AT&T.
4. Hurliman working on the LGIP account.
5. Hiring update. Registered with three agencies. Review contract with Ascend.
6. The Board has changed the meeting date to the second Wednesday of each month. Website updated.

**NEW BUSINESS**

1. Indigent burials.
2. Liners ordered. We have only four remaining.
3. Blue Host vs. .GOV email address.
4. Change of Agent of record for insurance.
5. Emails from Cyndi Warren requesting refund for Request for information.
6. Email from Misty Holsey regarding February PERS payment.
7. SDAO/SDIC Risk Management said that the boards and fencing could be removed from the Chapel. They can find no request that they made to do either.
8. Need to start thinking about another Columbaria at Murray Hill.
9. Director Mattinen - information about receipt books.
10. Review of PERS policy.