

MURRIETA VALLEY CEMETERY DISTRICT

Laurel Cemetery/District Office
42800 Ivy Street
Murrieta, CA 92562

Phone: 951.677.4223
Fax: 951.677.5559
www.murrietacemetery.org/

AGENDA

REGULAR MEETING OF THE BOARD OF TRUSTEES

October 24, 2023 at 2:00pm

District Office: 42800 Ivy Street

- **Call to Order**
- **Pledge of Allegiance**
- **Roll Call**
Chair McConnell, Trustee Penko, Trustee Busch, Trustee Mejares, Trustee Klein, District Interim Manager Meredith, Board Admin Assistant Ross
- **Approval of Agenda**
- **Public Comments**
At this time, members of the public are invited to address the Board concerning any items not on the agenda, but within the jurisdiction of Murrieta Valley Cemetery District. Members of the public may address the Board on agenda items when those matters come up for discussion.
- **Consent Calendar**
 - Approve Disbursements
 - Accept Minutes
 - Receive and File Financial Statements
- **Action Items**
None

General Manager's Reports

- **General Manager's Administrative/Operations Report**
 - Received 79 Resumes/Applications for Office Manager position
 - Received 27 Resumes/Applications for General Manager position.
- **Discussions**
 - Policies and Procedure Manual – Samples from our General Council
 - Logo Project update

Administrative Assistant Reports

General Counsel Reports

- **Trustee Reports**
- **Future Trustee Agenda Items**
- **Closed Session(s)**
 1. Public Employee Appointment
Pursuant to Government Code Section 54957
Job Title: Office Manager
 2. Public Employee Appointment
Pursuant to Government Code Section 54957
Job Title: General Manager
 3. Conference With Legal Counsel – Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4)
One Potential Case
 4. Conference With Legal Counsel - Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2)
One Potential Case
- **Announcements**
- **Next Meeting Date: December 12, 2023 at 2:00pm**
- **Adjournment**

In compliance with the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the District Manager at (951) 677-4223. (28 CFR 35.102.35.104 ADA Title II)

**All supporting documentation is available for public review at the Murrieta Valley Cemetery District Office located at 42800 Ivy St. Murrieta, California, during regular business hours:
8:00 a.m. – 4:00 p.m. – Monday through Friday.
Agenda items are also available online at www.murrietacemetery.org**

CERTIFICATION

I, Richard Meredith, Interim District Manager of the Murrieta Valley Cemetery District, do hereby certify that a copy of the foregoing agenda was posted on *Friday, October 21, 2023* at 2:00 pm at 42800 Ivy Street, Murrieta, California, and on the District's website at least 72 hours prior to the time of this Regular Meeting.

Date: October 21, 2023

By: Richard Meredith, Interim District Manager