

**Shasta Valley Cemetery District**  
**Regular Board Meeting Minutes**  
**June 21, 2023**

The Shasta Valley Cemetery District Board of Trustees meeting was called to order on June 21, 2023 at 10:10 a.m. The meeting was held at 1312 Fairlane Rd, Yreka, CA

**Roll Call:** Trustee Bacigalupi, Trustee Terwilliger, Trustee McNeil, Richard Schnepf, District Grounds Administrator

**Public Present:** none

**Correspondence:** Survey Cards – 2 all positive.

**Approval of Minutes:** Trustee Bacigalupi made a motion to approve the Minutes of the May 17, 2023 Board Meeting. Trustee Terwilliger seconded the motion. Motion carried.

**Approval of Income & Expenditures:** Income for May 2023 was \$10,753.46. Expenses were \$11,246.99. Trustee Terwilliger motioned to approve May Income and Expenses. Trustee Bacigalupi seconded. Motion carried.

**District Grounds Administrator Report:** There were 3 burials in May. The month of May saw mowing and weedeating. Little Shasta 3 times, Edgewood twice, Foulke once, St. Joseph twice and half of Evergreen. There was also approx. 70 bags of garbage collected and removed from Evergreen and about 25 removed from St. Joseph. This month had over 40 hours of overtime.

**District Office Administrator Report:** Nanette was not at the meeting.

**Board Member & Committee Reports**

Employees Administration.....Rory McNeil  
Cemetery Improvements ..... Donna Bacigalupi  
Finance.....Matt Osborn  
Friends of Shasta Valley Cemeteries

Policy & Procedures .....Matt Osborn  
Public Relations.....Donna Bacigalupi  
Girdner's Liaison.....Rory McNeil

**Policies & Procedures:** This time is set aside for Trustees to request changes to District Policies and Procedures items to be put on the next meetings agenda.

Trustee Bacigalupi made a motion to raise the credit limit on the company credit card to \$1500.00. Trustee Terwilliger seconded. Motion carried.

**Old Business:** This time is for discussion and possible action of any unfinished business previously discussed and listed here.

There was no old business.

**New Business:** Discussion and possible action of any new business.

Trustee Terwilliger made a motion for the district to pay for fees and fuel for any board member or staff attending the PCA conference in Cottonwood. Trustee Bacigalupi seconded. Motion carried.

**S.V.C.D. Board Minutes**  
**June 21, 2023**  
**Page 2**

**Closed Session** – 54957 – Public Employee Performance Evaluation – Grounds Administrator

**Adjournment:** There being no further business, meeting was adjourned at 11:40 a.m.

Approved this date, by a vote of: Yes \_\_\_\_\_ No \_\_\_\_\_

---

Rory McNeil, Chairman of the Board

Date

---

Nanette Cooley, Board Secretary

Date