**AGENDA**

**PORTOLA CEMETERY DISTRICT**

**REGULAR MEETING**

**PORTOLA LIBRARY, 34 3RD AVENUE, PORTOLA, CA**

**Wednesday, November 20, 2019 - 4:00 p.m.**

**Any person with a disability that requires an accommodation in order to participate in the public meeting may make a request for auxiliary aids or services verbally or in writing to the Portola Cemetery District’s Board Secretary (530-832-4323 or 530-832-5509) at least 72 hours in advance of a Regular Meeting or 24 hours in advance of a Special Meeting.**

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Swearing in of New Trustee, Donna Powell**

**E. Changes to Agenda**

**F. Minutes – Approval of Minutes of Regular Meeting held on May 29, 2019**

**G. Correspondence**

**H. Resignation of Supervisor Michael Sanchez**

**Resignation of Peggy Addington, Trustee**

**I. Caretaker Report**

**J. Board Reports**

1. **County Supervisor**
2. **Chairman**
3. **Directors**
4. **Secretary/Treasurer**
5. **Approval of Expenditure Reports: April, May, June, July, Aug., Sept. 2019**

**K. New Business / Action Items**

**Web Site, PCD by Streamline**

**L. Old Business**

**Closed Session (if necessary)**

**Schedule Next Meeting – February 19, 2020**

**Adjournment**

**Copies of reports or other written documentation relating to each item of business referred to on this agenda are on file with the Secretary/Treasurer and are available for public inspection. If you have questions on any agenda items, call Board Secretary at (530) 832-4323, leave a message and your call will be returned.**