**AGENDA**

**PORTOLA CEMETERY DISTRICT**

**REGULAR MEETING**

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

**Wednesday, February 16, 2022 - 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**

**D. Changes to Agenda**

**E. Minutes – Approval of Minutes of Regular Meeting held on November 18, 2021**

**F. Correspondence**

**G. Election of Officers for 2022-2023**

**H. Caretaker Report**

**I. Board Reports**

1. **County Supervisor**
2. **Chairman**
3. **Directors**
4. **Secretary/Treasurer**
5. **Approval of Expenditure Reports: October, November, December 2021**

**2. Conflict of Interest - Form 700**

**3. Budget Discussion for 2022-2023**

**4. New Computer**

**J. New Business / Action Items**

**K. Old Business**

**Closed Session (if necessary)**

**Schedule Next Meeting – May 18, 2022**

**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.**