

EL RENO CEMETERY BOARD
REGULAR Quarterly Meeting

THURSDAY, 4:00 P.M.

October 13, 2016

Board to **discuss and take appropriate action**, including recommendations to City Council, on the following items:

- Item No. 1 – Call the Meeting to **Order**.
- Item No. 2 – Consider Approval or Amendment to the **Minutes** of the **Regular Quarterly Meeting** held **July 14, 2016**.
- Item No. 3 – Presentation and Discussion of Cemetery **Financial Reports** for **FY2015-16 (7/01/15 thru 9/30/16)**.
- Item No. 4 – Discussion, Consideration, Report, and/or appropriate action on **Office Remodel** Project in Cemetery Building.
- Item No. 5 – Discussion, Consideration, Report, and/or appropriate action on Accessing INCODE computer program to the Cemetery Building.
- Item No. 6 – Discussion, Consideration, Report, and appropriate action concerning **Signage to Clean Up Cemetery** regarding **decorative violations** and Maintenance of Items on Gravesite.
- Item No. 7 – Discussion, Consideration, Report, and/or appropriate action on **Columbarium Interment Sealing Requirements**.
- Item No. 8 – Discussion, Consideration, and appropriate action concerning **Fencing** Project.
- Item No. 9 – Discussion, Consideration, and appropriate action concerning Cemetery **Equipment**.
- Item No. 10 – Consider Report from **Public Works Director** Jeff Kouba.
- Item No. 11 – Consider Report from **Cemetery Sexton**.
- Item No. 12– Consider **Communications** from the Public.
- Item No. 13 – Consider **New Business** of an Emergency Nature that had not been contemplated at the time of the agenda preparation.
- Item No. 14 – Consider Motion for **Adjournment**.

This **Regular Meeting** of the El Reno **Cemetery Board** will be held
in the *City Hall Conference Room*
at **101 North Choctaw Ave.**, El Reno, OK.

NOTICE: The City of El Reno encourages participation from all its Citizens.

If participation at any public meeting is not possible due to a disability,
notification to the City Clerk at least 48 hours prior to the scheduled meeting
is encouraged to make the necessary accommodations.

The City may waive the 48-hours rule, if interpreters for the deaf (signing)
are not the necessary accommodation.

This is in compliance with Title 25, OKLAHOMA STATUTES, Sections 301-314,
The OKLAHOMA OPEN MEETING ACT, including the posting of Notice and Agenda.

Posted on the Bulletin Board on Tuesday, October 11, 2016, at 3:00 P.M.
at the entrance to El Reno Municipal Building, 101 North Choctaw, El Reno, OK.

Vera Mae Morse, Cemetery Records Clerk

CEMETERY BOARD MEMBERS: (5 Year Term Ends)

Craig Huber, Chairman	April 2019
Bert Allen	April 2018
Linda Moore	April 2017
Scott Ryan, Vice-Chairman	April 2021
David Tinsley	April 2020

NOTICE:

Next Regularly Scheduled
Quarterly Meeting Date
January 12, 2017

Board Member continues to serve until that Expired Term seat is refilled.