

C:\Users\Fortuna Cemetery\Documents\Board Meeting

Files\2026\July_Meeting_Minutes2026.docxMeeting Minutes

Date: 7/15/2026

Start Time: [5:30PM] | **Adjournment:** 7:00PM

Location: In person @ sunrise cemetery

Attendance

- **Trustees/Attendees Present:** Loren Coty-chair, Martin Morris, Ryan Henry, Ivan Brownell-board members, Anthony (Tony) Eusted -general manager and intermediate board member, Michelle Bushnell-county supervisor in attendance to help get us back on track and within regulation.

1. Welcome & Announcements

- **Welcome to Michelle Bushnell:** Michelle Bushnell is here officially to help with questions.
- **Bills & Software:** As for consent, just regular bills that need paid. Discussed downloading QuickBooks instead of yearly.
- **Correspondence:** Correspondence was only the yearly state convention thing, and we discussed that all should all get by-laws and how.
- **Cemetery Information:** Cemetery - about all our cemeteries, updating the website, phone #'s, etc.
- **Check Signing:** Go over check signing. Michelle Bushnell can offer help.

2. Discussions & Motions (Items 1–6)

- **Item 1 (Check Signatures at Redwood Capital Bank & Edward Jones):** We can have 1 signature on checks but still have 2 so that both can. Martin Morris made a motion, and Ryan Henry seconded it passed that Martin Morris becomes a signatory for checks@ Redwood Capital Bank as well as Loren Coty, and both must sign for any Edward Jones transactions.

- **Item 2 (Property Values):** We discussed county funds as a percentage of property values within our boundaries. We should check quarterly about it.
- **Item 3 (W-9 Requirements):** We also need to W-9 the subcontracted cemetery bookkeeper; even if it's only \$400 / month.
- **Item 4 (County Balance Threshold):** With county funds, we should always leave at least \$500 in the account to avoid fees from the county.
- **Item 5 (Direct Deposit):** We should change how money comes from the county to direct deposit instead of checks, as well as anything else we can change to DD and save ourselves time and \$'

Item 6 (Fund Withdrawal): Motion made by Martin Morris and seconded by Ryan Henry to request a cash balance of \$48,000 from the #2640 County of Humboldt Trust Fund. The vote was unanimous. These funds will be used for operating the cemetery and payroll expenses. General Manager Anthony Eusted, Chairman Loren Coty and board member Martin Morris have signed the "individuals authorized by the Board to sign claims" document.

3. Discussions & Motions (Items 7–12)

- **Item 7 (Tree Branch Widow Maker):** Need to take care of the tree branch widow makers. Ryan Henry + Martin Morris make a motion, Loren Coty seconds, that Tony Eusted finds a tree service to remove tree branches. Get quotes from 3 services, then agree we go with the best quote of the 3.
- **Item 8: (skipped, these were just dividing numbers I was using for issues)**
- **Item 9 (Website Updates):** Ivan Brownell makes a motion and Ryan seconds, we should always update website, especially when looking for employees/secretaries

- **Item 10 (Legal Counsel):** Ryan Henry makes motion and Martin Morris seconds that we should obtain legal representation.
- **Item 11 (Headstones):** We should take care of headstones which are dangerous. Added to agenda for next time, need to check rules of ownership but we have got to do something with the tall ones.
- **Item 12 (Bylaws):** Send bylaws to county so we can get new ones and send them out to all board members.

4. Trustee Reports / New Business (Item 13)

- **Loren Coty:** Check out cemeteries, bring back suggestions.
- **Tony Eusted:** Checking out tree services.
- **Martin Morris:** Cutting down bushes.
- **Ryan Henry:** Talk about getting chipper.
- **Michelle Bushnell:** Will send newest bylaws.

5. General Business & Scheduling

- **Treasury Reports:** We must have a treasurer, and have a treasury report monthly, so also on agenda for next meeting.
- **Meeting Schedule Change:** Loren Coty motion, Ryan Henry 2nd to change business meetings to the 2nd Wednesday of the month @ 5:30.
- **Agenda Distribution:** Start emailing the agenda 48 hours ahead so any new business is added.
- **Adjournment:** Motion to adjourn by Ryan Henry, all in favor @ PM.

Next Meeting: [Aug. 12th, 2026] @ 5:30 PM
Minutes Submitted By: Loren Coty

Minor edits made and reviewed by weekly cemetery bookkeeper:

Final draft reviewed by Anthony Eusted.