**GRAND ISLE CEMETERY COMMISSION MEETING**

**DECEMBER 13, 2022, 3:30 P.M**

**GRAND ISLE TOWN OFFICE**

**AGENDA**

**ADDITIONS OR DELETIONS TO AGENDA**

**APPROVE MINUTES OF NOVEMBER 1, 2022 MEETING**

**ADMINSTRATIVE REPORT – SUE**

**FINANCIAL REPORT**

**LAWN CARE & MAINTENANCE BILLS**

**BURIALS/LOT SALES**

**OLD BUSINESS:**

 **FY 2023-2024 BUDGET**

 **MOVE BALANCE FY 2021-22 TO ?**

 **REPAIR OF VAULT CEILING**

 **PURCHASE OF FLAGS FOR GRAVES**

**NEW BUSINESS**

 **5 YEAR PLAN – FENCE, ETC.**

 **RESULTS OF TOWN AUDIT**

 “The Library and Cemetery work independently of the Town even though they are part of the Town and should adhere to the same controls and oversight by the Treasurer and Selectboard. Policies and procedures should be put in place to ensure that all established policies and controls are being followed by all departments.”

**SECOND SIGNATURE – WADE’S TIME SHEET**

**CHAIR’S SIGNATURE ON APPROVED INVOICES**

 **PROCEDURES IN WRITING & INCLUDED IN COMMISSIONERS’ MANUAL**