

The City of Durant 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 in order to make the necessary accommodations. The City of Durant may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for limited English proficient (LEP) individuals are not the necessary accommodation.

CEMETERY ADVISORY BOARD

4:00 PM

**Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

October 19, 2023

AGENDA

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of January 19, 2023 Meeting Minutes

2. Consider Items Removed from Consent

3. Information Items

- a. Cemetery Administrator's Report

4. Administration

- a. Consider Approval of Date Change of Future Meetings to the Fourth Thursday of March and September or Take Other Possible Action

5. New Business

ADJOURNMENT

CERTIFICATE

This is to certify that, in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 20th day of October, 2022 and that an agenda of said meeting was posted at the place of such meeting at 9:00 a.m. on the 18th day of October, 2023.

Melody Mealar

Melody Mealar, City of Durant



The City of Durant

Memorandum

Date: 10/19/2023
To: Mayor and City Council
From: Melody Mealor, Assistant to City Manager
Re: Consider Approval of Regular Meeting Minutes of January 19, 2023 Meeting Minutes

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:

1. Cemetery Minutes 01.19.2023

**MINUTES OF THE MEETING OF CEMETERY ADVISORY BOARD
January 19, 2023 AT 4:00 PM, Roscoe J. Hatfield
Council Chambers,
300 West Evergreen,
Durant, Oklahoma**

CALL TO ORDER

Vice Chairman McWilliams called the meeting to order at 4:10 p.m.

ROLL CALL

Present:

- Board Member Tom Garner
- Board Member Phillip Hightower
- Vice Chairman Jodi McWilliams

Absent:

- Board Member Oden Grube
- Chairman Crystal Maynard

ORDER OF BUSINESS

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of October 20, 2022

Motion was made by Board Member Board Member Tom Garner and seconded by Board Member Phillip Hightower to approve the Regular Meeting Minutes of October 20, 2022.

Motion Passed with the following vote:

- Ayes: Garner, Hightower, McWilliams
- Nays: None
- Abstain: None

2. Consider Items Removed from Consent

3. Information Items

- a. Cemetery Administrator's Report

4. Administration

5. New Business

ADJOURNMENT

Motion was made by Board Member Phillip Hightower and seconded by Board Member Tom Garner to adjourn.

Motion Passed with the following vote:

Ayes: Garner, Hightower, McWilliams,

Nays: None

Abstain: None



The City of Durant

Memorandum

Date: 10/19/2023
To: Mayor and City Council
From:
Re: Information Items

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 10/19/2023
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Cemetery Administrator's Report

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 10/19/2023
To: Mayor and City Council
From:
Re: Administration

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS:



The City of Durant

Memorandum

Date: 10/19/2023
To: Mayor and City Council
From: Cynthia Price, City Clerk
Re: Consider Approval of Date Change of Future Meetings to the Fourth Thursday of March and September or Take Other Possible Action

On April 28, 2023, city council approved the change of meetings from quarterly to semi-annually on the third Thursday of March and September. In order to secure availability of the council chambers, it will be necessary to either change the meeting date from the third Thursday to the fourth Thursday *OR* change the meeting time from 4:00 p.m. to 3:00 p.m. This change will go into effect immediately and be reflected on the 2024 Schedule of Meetings.

Council Information / Action Requested

City Staff Information / Action Follow-up, if Council authorizes this action:

ATTACHMENTS: