NOTICE OF MEETING

ALVA MUNICIPAL CEMETERY
Name of Municipal Public Body

TYPE OF MEETING

| Regular Meeting | [ X ] | Cancelled Regular Meeting | [ ] |
| Special Meeting | [ ] | Rescheduled Regular Meeting | [ ] |
| Emergency Meeting | [ ] | Continued or Reconvened Meeting | [ ] |

DATE
Dec 12, 2018

TIME
8:00 am

PLACE OF MEETING
ARC Classroom

To be completed by person filing notice:

Name: Angelica Brady
Title: Administrative Assistant
Address: 415 4th Street
         Alva, Oklahoma 73717
Phone: 580-327-1340

Filed in the Office of the Municipal Clerk at 4:30 am on December 10, 2018

Signed: Angelica Brady
         Administrative Assistant
As required by the Oklahoma Statutes Title 25, Section 311 notice is hereby given that:

ALVA MUNICIPAL CEMETRY BOARD

December 12, 2018
Alva Recreation Center
8:00 am

1887 Gold Bug Blvd
Alva, Oklahoma 73717

The board may discuss, vote to approve, vote to disapprove, table, or decide not to vote on any item on this agenda. The following is a list of the business to be conducted by the Alva Municipal Cemetery Board at the above mentioned meeting.

1. Call to order.

2. Roll call and determination of a quorum.

3. Approval of minutes of
   a. Regular Meeting held September 12, 2018.
   b. Special Meeting held September 25, 2018
   c. Special Meeting held October 10, 2018

4. Reports from staff:
   a. Finance Report
   b. Chairman’s report
   c. Sexton’s Report
   d. City Business Manager’s Report

5. Discussion and action to elect a Chairman.

6. Discussion and action to elect a Vice-Chairman.

7. Discussion and action to elect a Secretary.

8. Discussion and action on Curbing Policy.

9. Discussion and action on plotting the West side of the Alva Municipal Cemetery.

10. Remarks and inquires by Board Members.


12. Adjourn.

Notice: The agenda for the Alva Municipal Cemetery Meeting scheduled for Wednesday, December 12, 2018, was posted in prominent public view at Alva City Hall on or before 5:00 pm, Monday, December 10, 2018, in accordance with the Oklahoma Open Meeting Act.