

Missoula Cemetery Board Meeting  
Thursday, May 7, 2009  
1:30pm  
Ruth Bennett Memorial Chapel

**Present:** Sharee Fraser, Marjorie Jacobs, Mary Lou Cordis, Doug Waters, Ron Regan, Pat McHugh, Carol Gordon, Jane Plummer

**Absent:** Mary Ellen Stubb

**Minutes**

1. Approval of board minutes: February & April minutes approved
2. Items involving guests Public comment: none
3. Financials:
  - a. Revenues: April 2009 revenues are improving but still low compared to last year. Funerals and sale of graves/niches has been slow, but that is typical of the burial business cycle.
  - b. Expenditures: April 2009 the Administration originally told us we could use shortfall on our savings, at this time we cannot do that. Sharee asked if we could take from one line item to balance another. Doug said City Administration does that at the end of the budget year to balance the departments overall budget.
4. Motions needed. (*Full board attendance is needed*)
5. New or Continuing Items for Discussion:
  - a. FY10 Budget: The budget is basically the same as last years; some small amounts were added to utilities, and garbage. Doug questioned the board as to which way they want him to proceed with the equipment costs, take the money out of care fund all at one time, or take a loan from the city and make payments. The interest loss to the care fund would be the same as the interest charged on the loan. Sharee questioned can we take the loan payment out of revenue before the revenue goes into the care fund. Sharee does not want us paying any interest. Can we just amend the ordinance rather than changing it? Doug will check with City Attorney on the ordinance process. Sharee & Carol feel we should just wait, not make a decision and see what happens. Doug stated that it has not gone to City Council yet. Pat stated that he thinks the loan looks like the city was trying to leave our fund intact so we could use it if we wanted to do a project. Tabling this decision on "loan" or "one time removal from care fund until more information is received as the budget process moves forward.
  - b. Sharee stated that at the last board meeting they were told by the city that No Projects were allowed at this time. Sharee and Pat both thought that we should be able to use our care funds for at least small projects, nothing big. Ron stated that he thought before we did a scattering garden and walls we should do more research on these to see if it was

something the public wanted. Doug stated that he had asked Mary Ellen and Jane to keep track of names and numbers of people that were interested in this: memorial gardens/wall, pet cemetery, a scattering garden, etc. This information will be reviewed by the Board periodically.

- c. ADA Sidewalk: Doug told the board that a contract had been wrote up and given to a contractor for the sidewalk. The sidewalk was installed completely without a call for an inspection before concrete was poured. Our inspector came out and looked at it, told Doug he was rejecting it and he would to talk to contractor. Our inspector called Doug later and said that he had talked to the contractor and the contractor would not be tearing the sidewalk up at this time, instead he would be installing some kind of epoxy coating to the sidewalk (gives roughness to the sidewalk). If there were problems in the next two of years, the contractor would be required to tear the sidewalk out and reinstall.
- d. Plaque of appreciation: Plaque was showed to the board. Ron said he has a plan for installing it in front of the stone. Ron will go ahead and place it and a dedication will take place after Memorial Day!

6. Informational Items *(These items require NO immediate board action but are strictly informational item*

- a. Discussion of annual monument permits review which has been deferred from January 2009 due to other priorities and Memorial Day. The Board requested that I invite the Garden City Monument owner to the June 2009 meeting for the annual monument permit review. The board asked Doug for a summary review of monument permits and monuments done in the past year to present at the June Board meeting.

7. Adjournment. 3:00pm      Next meeting: June 4, 2009

\*\*To conserve costs, please bring your agenda and any pertinent documents with you to meetings.