

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

Present: Sharee Fraser, Carol Gordon, Marjorie Cordis, Doug Waters, Ron Regan, Mary Ellen Stubb, Pat McHugh

Absent: Marjorie Jacobs

Minutes

1. Approval of board minutes: September 2009 approved as submitted.
2. Items involving guests / Public comment: None.
3. Financials: Mrs. Stubb submitted a new activity summary sheet for Board reviewing showing an overview of revenue and expenditures for the previous month. The Board liked the summary as it was much easier to read than the spreadsheet and suggested it be continued.
 - a. Revenues: September 2009 - Care Fund was reduced by \$22k for FY08 mower purchases as approved by the Board. Mr. Waters stated he had met with Bruce Bender, CAO, and the cemetery needs to adjust the current ordinance to reflect the Board's decision. Mr. Waters said this work would be done over the winter. Mrs. Stubb noted that interest for FY10 has not been reported to departments yet but should be coming soon.
 - b. Expenditures: September 2009 - The Board inquired as to when the irrigation would be shut off. Mr. Regan said in approx. two weeks, no later than the third week in October. Mr. Waters said a used backhoe may possibly be coming our way which would reduce the amount needed from the Care Fund.
4. Motions needed. (*Full board attendance is needed*)
5. New or Continuing Items for Discussion:
 - a. Monument Permits and Round Table discussion: Mr. Waters informed the Board of a meeting held with Sunset Memorial Gardens and Garden City Monument Services staff members. The new permit form was reviewed and process explained in order that everyone has a clear understanding of the requirements. Any issues or problems with the form can be adjusted. Overall, it was a good meeting and cemetery staff put a lot of effort into this. He stated the pre-verification requirements are an attempt to prevent mistakes from happening. Mr. Waters stressed the cemetery's willingness to talk with families if they had any questions or concerns. Mrs. Fraser asked about rumors of a third monument company doing business in the area. Mr. Waters said the new area representative for Quiring Monuments out of Seattle had stopped by the cemetery and left his card. Quiring has installed stones in the Missoula Cemetery before and has done a very professional job. They regularly install stones at St. Mary's. The business is interested in gaining a larger share of the Missoula market. Mr. Waters will contact the rep to visit with him and report back to the board.

b. Stories and Stones:

- i. Board Dedication - Mrs. Fraser said each donor had been invited to the brunch so she would conduct a dedication at that time. Mr. Waters sent them a personal invitation and Mrs. Fraser would follow with a phone invitation.
- ii. Mrs. Stubb stated the brunch should be planned for approx. 50 people as in the past. Limited stories would be told this year so time was available to do a group photo of all the storytellers.
- iii. Liability issues have come from the City Attorney's office. Volunteers are not to operate City equipment and any City workers must be paid for their time. The tractor was great but really needs three people so that may need to be bagged for this year due to less staff. Workers will be Doug, Mary Ellen, Jane, Carl, Adam, Duane (Parking Commission), and Mark (1/2 day). All else is in place and on schedule.
- iv. Postcards and emails were used to contact everyone on our mailing list this year rather than sending out regular letters.
- v. Mr. Waters reminded the Board that this event is filmed and shown on MCAT.
- vi. Mrs. Stubb request permission from the Board to use money from the Memorial Fund for tour supplies, brunch supplies, and cases of water for the storytellers.
MOTION: Mr. McHugh moved Memorial Funds be used to supplement tour expenditures. Mrs. Cordis seconded. Approved unanimously.
- vii. Mr. Regan would like to have the maintenance tour list as soon as possible as leaf removal will begin very soon. Any sign repair and such should be done as early as possible. Mr. Waters expressed thanks to all and especially Mr. Regan as the maintenance staff has a lot of stuff on the list for the tour. Mr. Regan jockeys many things and the tour adds more stress on him, however, the crew is critical to the success of this event and his help is much appreciated.

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

- a. Seasonal layoffs - The intermittent employee is gone until the position is reactivated next spring. Bill Dorsey is off on medical leave (not work related) until his November layoff. Hopefully he will be fully recovered by the time of re-hire in February. The crew is short two workers because of this. Mr. Waters expressed thanks to the Board for allowing funding for the seasonal position as it has been crucial for Mr. Regan.

7. Adjournment 2:07pm. Next meeting: November 5, 2009

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