

Missoula Cemetery Board Meeting
Thursday, April 2, 2009
1:30pm

Boyle, Deveny, & Meyer Offices - 305 South 4th Street East

(Note: change of location)**

Present: Sharee Fraser, Mary Lou Cordis, Douglas Waters, Ron Regan, Mary Ellen Stubb
Absent: Carol Gordon (Proxy given to Chairperson Fraser), Pat McHugh, Marjorie Jacobs

Minutes

1. Approval of board minutes: February - defer until May meeting
2. Items involving guests Public comment:
3. Financials:
 - a. Revenues: March 2009. Mrs. Stubb brought attention to a typo on Care Fund interest - the correct amount is \$2,539.75 not \$2,639.75.
 - b. Expenditures: March 2009 - On track.
4. Motions needed. (*Full board attendance is needed*)
5. New or Continuing Items for Discussion:
 - a. FY09 Budget - Reviewed budget submissions. Noted the utility increases per City Administration. All other line items remain same as last year.
 - b. Estimated Financing Costs for Equipment Replacement - Mrs. Fraser prefers not to pay interest but to purchase the necessary equipment in whole. Mr. Regan explained the equipment estimates are not totally correct. All cemetery equipment is shown on the spreadsheet but not all needs replaced as scheduled. Further discussion and motions will be deferred until the May meeting when all board members are present. Mrs. Fraser wishes to have further clarification of both options: 1) If money remains in the Care Fund and the lease option is chosen, what would be the interest gained in the Care Fund? Or, 2) If the cemetery use the lease option to purchase equipment, how much interest would be charged on these payments?
 - c. Plaque of appreciation - Mrs. Fraser had Mrs. Plummer gather estimates on a plaque of appreciation for the new cemetery front sign. The cost of a plaque would run approx. \$400. Wording for the sign should be similar to:

With great appreciation

This sign made possible through the generous donations of:

Greg Kennett

Jeff Sholty of Sholty Construction

Bob Jordan of Garden City Monument Services

Run copies with business names and without and Mrs. Fraser will have it reviewed and final estimates gathered with the engraver.

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

- a. Board terms - McHugh & Cordis 04/2009 - both have re-applied for terms.
- b. Discussion of letters of correspondence
- c. Discussion of annual monument review which had been deferred from January 2009.
Prior to the May meeting, Mrs. Fraser wishes a letter be sent to board members from the Cemetery Director. The letter is to list the infractions of the monument ordinances and the cemetery's recommendations. Mrs. Fraser will poll board members by phone requesting mandatory attendance for discussion on this issue at the May meeting prior to placing the item on the agenda for motions.
- d. Gilbertson family pre-need situation. The Gilbertson family contacted the cemetery office inquiring into some pre-need planning. The graves to be used were noted as not meeting the current ordinance limitation of two people per grave. Currently, one grave was used for the burial of a son in 1992. At that time a monument was placed with three names of people to be buried in that grave. (the son and both parents) This exceeds the current ordinance limitations. Staying within the ordinance boundaries, the cemetery recommends the family consider:
 - i. Moving the current cremated remains and monument to an open area (the cemetery would waive all fees associated with this and conduct the move)
 - ii. The family would purchase an adjacent grave for the parents at current cemetery rates (the cemetery would center the stone on the two graves)The family will be notified of this option immediately to aid them in their pre-need planning.

7. Adjournment at 2:37pm. Next meeting: May 7, 2009

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