

Missoula Cemetery Board Meeting
Thursday, June 6, 2013
1:30pm
Ruth Bennett Memorial Chapel
Missoula Cemetery

Minutes

Present: Sharee Fraser, Marjorie Jacobs, Carol Gordon, Doug Waters, Ron Regan, Mary Ellen Stubb

Absent: Pat McHugh, Mary Lou Cordis

1. Approval of board minutes: March 2013. Mr. Waters stated that since the March minutes were written information and processes have changed. The cemetery has established a system with an affidavit that can allow people to continue burying in old graves with documentation. Staff is using these documents and making small adjustments. Once the forms have been used and seem to be working then they will go to council with all documents at once for approval. Mr. Regan stated the documents are a way to approve some placements in good faith when documentation is not readily available. These are learning experiences with individual situations. Approved unanimously as approved.
2. Public comment: None.
3. Financials:
 - a. Revenues: Reviewed and noted that the Cemetery Care Fund percentages will increase to 50% of sales on July 1st.
 - b. Expenditures: Mr. Waters noted office supplies were on hold so the final purchase of binders for old maps can be purchased. The budget is nearing the end and is on track.
4. Motions needed. (*Quorum is needed*) None.
5. New or Continuing Items for Discussion:
 - a. FY14 budget update - Mr. Waters said he has not been given documentation to hand out to the board so this will be placed on the agenda for the next meeting.
6. Informational Items (*These items require NO immediate board action but are strictly informational item*).
7. Adjournment. Next meeting will be August 1, 2013. (No meeting in July)

Noted: Mrs. Gordon will be absent for the August meeting. Mrs. Fraser will be absent for the September meeting.

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