

Church of St. Mary
Cemetery Committee
Parish Conference Room
September 7, 2017, 5 pm

The Jesuit Prayer

O Spirit of God, we ask you to help orient all of our actions by your inspiration, Carry them on by your gracious assistance, that every prayer and work of ours may always begin from you and through you be happily ended.

Amen.

- A. Call to Order & Prayer: Don Skrove
- B. Roll Call: Suzanne Streich
- Members Present: Don Skrove, Phil Broman, Leon Breun, Dave Wosmek, Dean Logan, Mark Pederson, Suzanne Streich, Father Steve, Todd Wentworth, Steve Russell –Parish Council Liason
- C. Members Absent: None
- D. Agenda Approved
- E. Administrative Report: Fr. Steve:
- a. Transition :
 - Phil – Sales/Marketing Agent (Dave backup)
 - Leon – Maintenance Caretaker
 - Suzanne - Committee Secretary and records kept up to date
- F. Financial Report: Todd Wentworth:
- G. Old Business:
- a. Inventory
 - Lots: 244
 - Mausoleums: 58
 - Niches: 71
 - b. Interred 35 in the last 12 months
 - Mausoleum , buried 11, sold 3
 - Interred 18 graves, sold 8
 - Columbarium's inurned 8, sold 16
 - Order in Spring (April)– columbarium (2). Less expensive if we order 2. \$38,504 for 2, delivered and installed.
 - c. Status of Family Mausoleum: Don Skrove

- Not receiving responses from sub-contractor and mausoleum vendor – Calhoun.
- The weight of the crane is the concern with the pipeline. (Magellan)
- They are not allowed to pour concrete until we mark the pins. Don is aware where the pins are located.

d. Fall Clean-up

- Thursday, 19 Oct 17, noon meeting, 1 pm cleanup.
- Notice in Parish bulletin – Suzanne will confirm with Father and Joan to ensure in the bulletin. (3 weeks in advance)
- Leon will schedule mowing and leaf pickup to be complete the week prior
- Leon will have the task list and send to committee prior

e. Kiosk Project: Don Skrove

- Was scheduled to present to finance committee yet some other priorities came up and kiosk was removed from agenda
- Dean will present to finance committee at next meeting. Sept 27 at 4:45pm.

f. Cemetery Rules

- Reviewed attached document
 - Burial/Interment/Inurnment section, first bullet, added: “The Sexton requires a minimum of 3 days’ notice. “
 - Monuments section, 4th bullet: Leon checking on monuments foundation, increase to 8-9 from 6. Suzanne will update document once confirmed.
 - Monuments section, first bullet: updated to 3, not 3 1/8
- All approved the Cemetery Rules and effective now with just the one pending update from Leon

H. New Business:

a. New Committee members

- Kiosk committee member – adding Mark with Dean and Suzanne
- Long Range Planning committee member – adding Leon & Dave with Phil and Dean

- Reviewed list of potential new members, will need 3 new members to replace Colleen, Sylvia & Don
- b. Meeting Frequency/Dates
- Third Thursday of the month
 - Some will be working meetings at cemetery & some at parish office
- c. Ministry Fair: Todd Wentworth
- Nov 18-19, Great Hall
 - Booth for Cemetery committee to promote our committee
 - Photos in drop box which we could use
 - Dave will work after all 3 masses
 - Todd can bring laptop and we can provide pictures to him or Father can put some pictures on poster board
- d. Miscellaneous
- Suggestions for additions to agenda
- e. Closing prayer; Phil Broman
- f. Adjournment 6:35