

Cemetery Committee Meeting Notes

Great Hall

March 15, 2018, 5:30 pm

A. Call to Order (Leon Breun)

B. Opening Prayer (Leon Breun)

C. Roll Call (Suzanne Streich)

- Members Present: Leon Breun, Dave Wosmek, Phil Broman, Sue Luke, Father Steve, Sandy Wussow, Suzanne Streich, Todd Wentworth
- Members Absent: Paul Rehkamp, Mark Pederson – excused.
- Dean Logan advised Leon of his resignation.

D. Agenda Approval (Leon Breun)

E. Financial Report (Todd Wentworth)

- Todd reviewed report

F. Administrative Report (Todd Wentworth)

- Ordered two 5 gallon coffee insulated dispensers

G. Budget Report (Todd Wentworth)

- Todd reviewed proposed budget for July 2018-2019
 - Niches – 30
 - Lots – 10
 - Crypts – 2
- Proposal for buying back lots, we give them 80% back of lot/niche/crypt purchase, less cost incurred. Motioned to approve, seconded, motion passed.
 - This will be added to sales documents

H. Old Business

1. Maintenance Committee Report

- Committee: Phil, Dave, Leon
- Spring clean up scheduled for Thursday May 17
 - Phil will work with Janell to place in bulletin 2 weeks prior
 - Will schedule to have port a pot cleaned
 - Dumpster emptied after spring clean up
 - Weed and feed twice a year, spring and fall
 - Lawn will be mowed before the clean up, before Memorial Day mass and Assumption Day mass (Aug 15)
 - Phil volunteered to be chairman of the maintenance committee

2. Inventory Report

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|---------------|------------------------|
| a. Lots | 365 minus TBD (sold 1) |
| b. Mausoleums | 59 (sold 2, gained 2) |
| c. Niches | 57 (sold 4) |

3. Rules Review

- Reviewed final document. Motion to approve with corrections to discuss, seconded, motion passed.
- Leon will be updating the signs at the cemetery to have hours and decorating regulations

I. New Business

1. Cemetery Commissions Review (Todd Wentworth)

- Motion for grave lot to be raised to \$100, seconded, motion passed.
- All other items are accounted for or not needed. Todd will update commission schedule.

2. Long Range Planning Committee Meeting Date- TBD

3. Records Review Dates (Entombed, Sold, Maps-Official vs. Committee vs Actual) TBD

4. Volunteers

- a. Nameplate installation – Phil will assist
- b. Ring and vase installation – Phil will assist
- c. Add death/entombed dates to all we have (Office/disposition paper sort and review)
 - Cemetery committee will record entombed date
 - Suzanne, Leon, Phil. Leon will check with Janell. Dave & Sue are a maybe. Brenda Becker may be interested as well.

5. New columbaria purchase

- Compared pricing for Fergus Falls Monument Co. and Cold Spring. Cold Spring pricing was the best price.
- Motion made to purchase 2 columbarium's at a price of \$44,128, seconded, motion passed. Next step to take to finance committee.

I. Closing Prayer (Sue Luke)

J. Adjourn - Next meeting Thursday, April 19, 2018, 5:30 pm