

## Cemetery Committee Meeting Agenda

November 12, 2019, 5:30pm

- A. Call to Order (Leon)
- B. Opening Prayer (Sandy)
- C. Introduce New Member (Leon)
- D. Roll Call (Suzanne)
  - Members Present: Leon Breun, Sandy Wussow, Dave Wosmek, Bill Ziegler, Paul Rehkamp, Wayne DeCock, Father Steve, Suzanne Streich, Todd Wentworth, Janet Schiltgen – Parish Council Liaison
  - Approved Absence: Sue Luke, Kevin Lauer
  - Mark Pederson – term is complete
- E. Agenda Approval (Leon)
- F. Administrative Thoughts (Fr. Steve) – none at this time
- G. Financial Report (Todd)
  - Reviewed Statement of Accounts and Account Inquiry packet
  - Advise Todd if you want to receive the Account Inquiry packet and how often
- H. Maintenance Committee Report (Leon)
  - Cover the bushes by the flag pole
  - Trees are dying- Leon will have an Arborist come and look at them
  - Places need filling – complete mid July –mid August and then plant grass
  - Mausoleums need to fixed with cement as some are cracking
  - There is a space between cement slabs and mausoleums which may need to be caulked
  - Next summer – raise 15 pillow monuments
- I. Mass Committee Report (Suzanne/Sandy)
  - No updates – both masses went well

### Old Business

- A. Summary of Projects Completed (Leon)
  - Map and Registry – many compliments
  - Sign – many compliments
  - Ramp and railings – yet to be complete but they will get done
  - Eagle Project –went well
  - Mowing – See mowing and fertilizer details in New Business section below
- B. Names on Sold Graves (Leon)
  - Leon will contact people that have one name listed yet bought others and only have their name listed as the owner.
  - Dave made a motion to pursue contacting those in the old section and following Mn State law procedures with possibility of being returned to the ~~church~~-cemetery. Bill seconded, motion passed.
- C. Mark unmarked graves

- Todd made a motion to put a marker on unmarked graves. Suzanne seconded, motion passed.
  - Will determine what to put as a marker.
- D. Update Registry at Cemetery (Leon)
- Leon updated today
  - ~~Is Registry will be~~ updated quarterly
  - Binder has cracked - Janet ordered a leather binder replace the plastic binder
- E. Maintenance Committee Members (Leon)
- Dave, Bill , Wayne, Kevin

#### New Business

- A. Post Hole Digger (Leon)
- Todd checking with Josh who works at Skid Pro for cost
  - Purchase from Alex Power if unable to purchase from Josh
  - Father made a motion to purchase one, Suzanne seconded, motion passed
- B. Perpetual Care Fund (Paul)
- ~~Is separate perpetual care from capital business we do?~~ **Is perpetual care fund separate from operating funds we use?**
  - Look into setting up a fund for perpetual care
  - Todd **and Paul** will look for the requirements of a perpetual care fund or create an endowment fund and determine what it can or cannot be used for. He will talk to **the parish financial committee chairman Mike Dolan** to see what the legal requirements are and what it can be used for.
- C. Mowing and Fertilizer
- Planning on spraying weeds, comparable to crab grass
  - Soil sample completed – low in phosphorous and sulfur. Leon put on some of the graves on the South side of the road and it worked.
  - Cost on fertilizer will cost more and we will have to mow more, cost may be about \$1500 a year. **It was agreed to go ahead with the new fertilizer program for one year and reevaluate after one year.**
- D. Pricing Review (Leon)
- Clarification that at time of purchase you were purchasing a right to burial
    - Need to have this explained clearly and why we are doing this. Include what committee is doing at no cost.
  - Price increases - these are the reasons why, costs of other items like a new road.
  - One page insert - Fee schedule and Sales sheet summary– explain the right to burial; put that paragraph from last insert in this section. “When people purchase a burial site, they do not purchase property but the right to burial. A portion of the funds paid for this right is designated for cemetery maintenance. ” Paul made a motion to put in Grave Matter section of bulletin, Todd added amendment to put in as a 1 page insert, Sandy **seconded**, motioned passed.
  - Fees:
 

**The cemetery fee schedule was proposed to be updated as follows**

- Mausoleum crypt - \$3450 for parishioner, \$5000 for non **with nameplate, ring and vase included**
- Columbarium niche - \$1200 for parishioner, \$2400 for non **with nameplate, ring and vase included**
- Ground **graves** - \$750 for parishioner, \$1500 for non
- Right to burial for placement of cremains in the ground with another person's casket - \$750 for parishioner, \$1500 for non
- Location of grave site - \$100 for parishioner, \$150 for non
- Digging of grave - \$350 for parishioner and \$450 for non
- Preparing for entombment - \$150 for parishioner and \$200 for non
- Remove ring and vase for crypt and niche and installation of ring and vase purchased after burial. Cost **has been added to** items above.
- Replacement rings - \$50
- Replacement vases keep at \$10
- Vase holders that attach to monuments keep at \$50
- Concrete base and installation of veteran's ~~plaque~~ **plaque** for a grave keep at \$250
- Monument and base preparation - \$200
- Paul made a motion as amended, Father seconded, motion passed.

E. Cemetery Inventory – reviewed list and discussed details of what is available and where we can add more lots.

- Row A can be used for short lots for babies or cremations. Would have to sell tall monuments to fit in this area

Long Range Planning (Leon)

A. Committee Members

- Paul, Sue, Suzanne, Todd, Dave

B. East side screening and fencing

C. ~~Gardens – not pursue~~ **Using part of the east property for a community garden was discussed. It was decided that the increased traffic flow and possible problems were not worth the effort.**

D. Additional storage needed

Upcoming Dates (Leon)

A. Next Meetings April 23, 2020, October 8, 2020

B. Spring Cleanup Day May 14, 2020

C. Cleanup Day October 15, 2020

History Collection (Leon)

- Leon working with Sylvia Klimek. **Leon will contact Laurie Bienias to see if she wants to be involved.**

Workload Assessment (Leon)

- All good

Closing Prayer (Dave)