

Minutes of Meeting of the Board of Trustees Fairview Maple-Grove Cemetery

The meeting of the Fairview Maple Grove Cemetery Board was held on Monday, May 19, 2008 in the Cemetery office at 4:00PM. Present were John Porter, Joanne Caldwell, Vince Jones, Coy Stanphill, Gary Hale, W.D. Ballard, Harold Wagoner, and Joanella Hanes. Not in attendance was Robert Rumsey.

John Porter called the meeting to order.

The minutes from the previous meeting were reviewed. Gary made a motion to accept the minutes with correction showing Robert Rumsey absent. Joanne seconded the motion and motion carried.

Finance:

Vince Jones reviewed the statement of condition and statement of activities. Vince made a motion to accept the financial statements. Coy seconded the motion and motion carried.

Vince discussed the audit fee of \$2750 with Larry Cruise, City Manager. The City Council approved to pickup the fee of \$2,000 and cemetery to pay \$750.00 for the audit of the cemetery books for last year. The audit of the cemetery is included with the City audit.

Investments:

Coy stated there has been no activity this month. He stated there is a CD coming up for renewal and Linda Rea will roll it over. He stated that a copy of the minutes will be presented to Linda Rea to allow her to make changes on the investment accounts upon her review of the minutes.

Personnel:

W.D. stated that the report will be covered under the Superintendent's report.

Promotions:

Joanne stated that the ad is running in May on the City of Denison Water Bill. She stated there has been four lot sold since May 1st.

Joanne discussed as to running ad in June in Herald Democrat. Last Year the ad ran in City of Denison Water Bill and also Donna Hunt wrote an article about the Hartley Edwards section around Memorial Day.

Joanne discussed the ad being in the City of Denison Water Bill every other

month, which would put it running in July .

Joanne made a motion to run an ad in Herald Democrat for the month of June and in City of Denison Water Bill in July. W.D. seconded the motion and motion carried.

Grounds:

Harold reported that a big tree had fallen at Oakwood Cemetery. The cost would be \$900.00 to have totally removed. Harold stated he went ahead and authorized the removal of the tree. Also, there will be a mowing prior to Memorial Day.

Superintendent:

Harold reviewed the burials, lot sales, prepaid opening and closings, and foundation settings for May 08' as compared to last year.

Harold stated that the employee injured has returned on 5/5/08 and is limited to his work load. He is working on the Burial Books as to bringing the book from the library and the book at the office up to date. Looking at programs to input the information into the computer. Harold discussed a letter from personnel as to status on workman comp as to length of time employee can be at that status.

Harold stated that he purchased a new device for lowering steel boxes and the cost was \$450.00 and he went ahead and purchased the unit.

At the time of receiving the unit, there was a service that the unit was used at and it was successful.

Harold discussed that the budget does not allow for summer help.

Vince stated that it is a necessity to get parttime help and budget would be adjusted accordingly.

Harold talked with personnel and we can hire parttime help for 1,000 hours without having benefits to cover the summer months. Gary made a motion

for Harold to hire parttime help for 1000 hours (summer months)

at \$8.50 @ hour for 40 hours with the ability to go up to \$10.00 @ hour if needed. Coy seconded the motion on hiring parttime help for summer and motion carried.

Harold stated he is waiting on David Howerton's response on street signs. David to discuss with Larry Cruise the cost for the street signs and he will let us know.

John Porter made a motion to adjourn meeting. The minutes have been recorded.

Joanne made a motion to adjourn meeting. The minutes have been recorded.