

Excelsior Springs Cemetery Board  
Minutes of Meeting  
January 4, 2012

Meeting called to order by Chairman, Rene Sisk at 6:00 pm.

Item 1. Roll Call

Present: Board members Rene Sisk, Lynette McDaniel, Ryan O'Dell, David Haugland, City Manager, Ambrose Buckman, Mayor and Shannon Stroud, Secretary.

Absent: Chrissy Craig and Gail Brown.

Visitor's: None.

Item 1. Approval of Minutes

A motion was made by Ryan O'Dell to approve the December 7 2011 Cemetery Board Minutes; Lynette McDaniel seconded. Motion approved.

Item 2. Approval – Review of November Financial Statements

David Haugland, City Manager answered questions regarding financials. Paperwork was received from Blue Ridge Bank for signature changes. Signatures have been obtained and paperwork has been mailed. Financial statements were reviewed individually. Ryan O'Dell motioned to approve the November Financials; Lynette McDaniel seconded. Motion approved.

Item 3. Old Business

Rules – need to be adopted immediately so David Haugland will construct rules and regulations for the two cemeteries and bring them to the next meeting for review. The rules that he brings will be a guideline and can be added to or changed in upcoming months as needed.

Burial Permit – this permit will not be used in the future because the deed replaces it.

Scattering Ashes – the attorney is reviewing the legal aspect of scattering ashes and the paperwork needed.

Utilizing Money for Repairs – board members want to utilize extra money for repairs. The first needed repair is to the mausoleum. Rene Sisk and David Haugland will meet at the mausoleum on Thursday afternoon to analyze repairs.

Item 4. New Business

Training for Board member – Ryan O'Dell was designated to be trained by Roberta Keeton, to fill in for lot sales when she is on vacation and as a backup.

Sunken Grave at Hillcrest – a grave on the left side at the entrance has sunken in and needs repair. David Haugland will handle this issue.

Board Member Opening – Board Member Chrissy Craig submitted her resignation today. Mayor Buckman will review paperwork from previous applicants and the public will be notified of the opening through the city website.

Item 5. Comments

David Haugland will look into the cost of software programs for record keeping.

Item 6. Adjourn

Ryan O'Dell motioned to adjourn at 6:35 pm; Lynette McDaniel seconded. Motion approved. The next meeting will be Wednesday, February 1, 2012 at 6:00 pm.

Shannon Stroud/Secretary