

Excelsior Springs Cemetery Board
Minutes of Meeting
August 3, 2011

Meeting called to order by David Haugland, City Manager at 6:00 pm.

Item 1. Roll Call

Present: Board members Rene Sisk, Lynette McDaniel, Gail Brown, Chrissy Craig, and Ryan O'Dell. David Haugland, City Manager and Shannon Stroud, Secretary.

Absent: Carolyn Schutte, Council Representative.

Visitor's: None.

Item 1. Approval of Minutes

A motion was made by Gail Brown to approve the July 20, 2011 Cemetery Board Minutes; Lynette McDaniel seconded. Motion Approved.

Item 2. Continued Review of Policies and Procedures

City Manager, David Haugland began the discussion. He provided answers to some questions from last month's meeting: Crop Rent – will be on a cash basis and be bid out next year. Expenses will be shared with the City. Digging Own Graves – Lot owners may not dig their own graves, it's a liability issue. Deeds – from the date the City took over the cemeteries, the deeds will come to City Hall for the Mayor's signature. The deed will then be recorded by the City.

Tonight's meeting is to continue the review of the new Rules and Regulations for the Cemeteries. Once established, they will take a tour of the cemeteries and prioritize issues that need attention. The board will also create a contract for families that want to make payments for purchasing a lot. The board would like to review the newly established City Code; David Haugland will send that out. All fees for lot sizes, deeds, perpetual care, etc. will be reviewed. The City Manager will visit with the Funeral Home Director to obtain the current fees and determine who is being charged for those fees. Contractor for the Cemeteries is Roberta Keeton. She will be asked to attend the next meeting to answer the board's questions regarding pricing and other procedures that she has been doing in the past and to be notified of future plans. Chrissy Craig will check pricing of lots from surrounding cities. The City will take care of the dead tree in Crown Hill Cemetery.

Item 3. Adjourn

Chrissy Craig motioned to adjourn the meeting at 7:20 pm; Gail Brown seconded. Motion approved. The next meeting is Wednesday, August 17, 2011 at 6:00 pm in the Hall of Waters Building, Conference Room.

Shannon Stroud/Secretary