

**Cemetery Board  
Minutes of Regular Meeting  
August 5, 2015 – 5:00 pm**

---

**Present:** Scott Buckman, Bob Carlton, and Linda Shumate.

**Absent:** James Weyrauch.

**Also Present:** Sharon Powell, Councilwoman, David Haugland, City Manager, and Shannon Stroud, Cemetery Board Secretary.

---

2. **Minutes of Meeting – May 6 and July 1, 2015:** Bob Carlton noted the absence of James Weyrauch and since we are one board member short, David Haugland asked current board members if they knew of anyone that could serve on the board. If no names are submitted, an advertisement can be placed in the newspaper. Linda Shumate motioned to approve the minutes of the Cemetery Board Meeting on May 6 and July 1, 2015; Bob Carlton seconded. Motion approved.
3. **Budget Spreadsheets:** After budget questions were answered, Linda Shumate motioned to approve the budget spreadsheet totals for June 2015; Scott Buckman seconded. Motion approved.
4. **Old Business:**

**Back-up to Sexton for Lot Sales:** Last month, Roberta Keeton, Sexton asked for a back-up person to cover lot sales while she takes vacation. Shannon Stroud, Cemetery Board Secretary is working with Keeton to cover during vacation time.

**Improvements to both cemeteries:** Roberta Keeton, Shannon Stroud, Brent Bishop, Stormwater Coordinator and Cemetery Maintenance, and Andrew Starkebaum, GIS Coordinator met at both cemeteries to discuss particular updates. The dirt mound in Crown Hill needs relocated; it is on saleable spaces and an enclosure for it will be considered. Grass clippings and weeds around artificial flowers are not being removed and are a problem. Richard Ruff was notified. The dumpster at Crown Hill is always full; a larger one may be obtained and an enclosure will be considered. During clean-up weeks, all items will be tossed due to mowing. Mausoleum Doors are in really bad shape, they will be looked at by the monument company in the fall when straightening of head stones is completed. Section markers on posts are being considered to place in Crown Hill and Hillcrest cemeteries, examples were reviewed. Ambassador Sign will be contacted for pricing of section signs that match the entrance signage. Andrew Starkebaum was given the old maps that are not readable for both cemeteries and created new copies for use. A copy of the new maps can be placed at entrances of both cemeteries for visitors to use. Cost for displaying new maps in a kiosk at each entrance is being reviewed. Starkebaum electronically saved the maps for storage of cemetery data in both cemeteries. David Haugland referenced the plans for addition of a cremation garden and columbarium but the budget doesn't allow for it at this time. Board members asked if grant money is available. David Haugland is not aware of any for cemeteries.
5. **New Business:**

**New Board Member:** Forward a name if you have one to the City Manager's Office or ask the interested person to fill out an application through the City's website.
6. **Comments:** None.

7. **Adjourn:** The meeting adjourned at 5:30 pm. The next meeting is scheduled for Wednesday, September 2, 2015 at 5:00 pm.

Shannon Stroud  
Cemetery Board Secretary