**Meeting**

**Hillcrest Cemetery**

**Board of Trustees**

**April 16, 2019**

1. The meeting was called to order at 9:07am by Chairman Cindi Milam.
2. The following board members were present: Wayne Slighter, Cindi Milam, Jason Barnes, Jerry Herman, Kevin Whittaker and Linda Brooks.
3. Approval of minutes from October 9, 2018. Wayne made a motion to approve the minutes and Jason seconded the motion. Vote: all in favor / none opposed.
4. Financial Report – Jason distributed the financial reports. He stated that these reports will have a different look since our software has changed. He reported that the grand total ending balance through March 31, 2019 was $218,000.00. Wayne made a motion to approve the financial report and Cindi seconded the motion. Vote: all in favor/ none opposed.
5. Maintenance Report – Kevin gave the maintenance report. He stated that the landscaping around the cemetery sign has been completed. We have plans to add more flowers once we can plant summer flowers. Wade’s Lawn Service will be maintaining the landscaping around it for us periodically and doing a spring and fall cleanup around it each year as well.

He reported that we are still waiting on the paving company to come out and start the driveway project for section E. The original plan was for them to do it in the fall but

they shut down the operations when the weather started getting bad. Now that we are into the better weather months it should start soon. Once that is complete we can start selling lots in our newest section. The bench for the columbarium was received

over the winter. Due to bad weather and other large scale projects, we are just now to the point where we are ready to do the foundation for it. We have already dug the foundation and put gravel in. We have plans to pour the foundation and put the rebar in so the bench can be installed hopefully this week.

We decided to plant a tree in the Columbarium area which will make it a nice area. The thought was to put it right in the center of the area and it could provide shade for the entire area over time.

Kevin gave the administrative statistics numbers on the cemetery first quarter report. Cindi added that she had received comments from some families on how good it was looking around the columbarium.

Jason made a motion to approve the maintenance report and Wayne seconded the motion. Vote: all in favor / none opposed.

1. Old Business: Cemetery Board code Changes – Kevin mentioned that since our last meeting, the Cemetery Board Code changes have been adopted by the board.
2. New Business: Columbarium Internment Options – Kevin asked for suggestions on the opening and closing of the columbarium niche for an internment. Should a key be given to the family or should an employee be there to open and close it? Jerry stated that a Park Maintenance employee can be authorized to open/close the columbarium for an internment. After some discussion, Cindi made a motion that we not do columbarium internments on Sunday. Jerry seconded the motion. Vote: all in favor / none opposed.
3. Next Meeting: Next meeting will be Tuesday, October 9, 2019.
4. Adjournment- Jason made a motion to adjourn the meeting and Wayne seconded the motion. Vote: all in favor / none opposed.

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Secretary