

FOUNTAIN HILL CEMETERY ASSOCIATION
Wooster Chapel
March 23, 2016
7:00 PM

CALL TO ORDER: Richard Forristall called the meeting to order of the Fountain Hill Cemetery Association at 7:03 p.m.

I. Roll Call: Richard Forristall, Mark Lowrey, Jayne Mather, Rhonda Forristall, Scott Nelson, Susan Miron, Art Thompson, David Estabrook and Melissa Lowrey.

Absent: Angus McDonald, Martin Nadel, Matt Elgart and Diane Brooks

Approval of Minutes: The minutes of the January 18, 2016 meeting were approved as written.

II. Communications – Richard Forristall

The President received a letter stating the former assistant has filed a suit against the FHCA, citing he was let go due to discrimination. The minutes of August 17, 2015 reflect that the assistant gave his notice to leave employment. We are waiting further information.

Chairman's Report – Richard Forristall

Cremation/Burials

Four plots have been sold since the last meeting. The President met with the Tanner Tree Company for a consultation on taking down some trees and/or trimming them. We were quoted a price of \$2,200 per 10-hour day. It was estimated we would initially need two days as there has been some neglect, which would total \$4,400. A motion was made, seconded and passed to hire the Tanner Tree Company to perform two days of tree work for the 2015/2016 budget. An additional two days will be budgeted for the 2016/2017.

Any burnable wood will be left for us to cut up for wood chips to be placed in the back of the cemetery.

The issue of hiring for summer help was discussed. Last year the Superintendent took care of the summer with the assistant's help, although, they were not able to get to everything, for example, the monuments.

Superintendent's Report

Storm cleanup has been completed. The dump trailer was very helpful picking up brush and the new turf tires are working out well. The plow has been removed. Decorations need to be removed by the end of March. Several foundations need to be dug. We are trying to sell the dump truck and will advertise for \$500-\$1,000.

Brian is working on painting the windows at the office building downstairs in his spare time.

Financial Statement – Jayne Mather

As of 2/29/16 the budget performance should be 83%. As of this date actual income received was 94% with expenses at 59%. This is not unusual at this time of the fiscal year. Various line items were discussed. There is a big difference in the opening and closing of graves, which was under budget by \$9,000. There are fewer burials to date, but we are making up with foundations and lot sales. Additional expense items, not originally budgeted, have been approved by the Board.

Vice President Report – Mark Lowrey

The Vice President stated the cemetery seemed to be in good shape.

III.

Committee Reports

Wooster Chapel – Mark Lowrey

The sconces have been installed. They hold battery-operated candles and look great. The parlor is 90% complete; the sheet rock has been painted. The bathroom needs a mirror and the toilet and sink are to be installed.

The Vice President needs to varnish and repair the immediate entry. He has purchased a closet door and will alter, stain and install.

Robida Engineering and Design has submitted their proposal for the septic and tying into the sewer. A motion was made to approve this proposal. It was seconded and approved.

The Vice President will meet with the Fire Marshall regarding the way the doors open to see if they meet code.

Beth Shalom – Martin Nadel

No Report

Finance Committee

The Finance Committee met last month. The need for necessary road paving was discussed. Since this work couldn't be completed this year, this amount will be added to the budgeted amount in the 2016/2017 budget.

Pet Cemetery

No Report

Green Burials – Scott Nelson

Green Burial Chair will contact Sam Fulginiti to ask for a definition of the funeral home participation.

A motion was made, seconded and approved to set aside a section for green burials. On April 24, all Board members are invited to walk the cemetery to designate a suitable area. The group will meet at the maintenance building.

Chapel Rules & Regulations Committee

Wooster Chapel Operational Procedure

A motion was made to approve the last revision. This was seconded and approved.

Wooster Chapel Application

A motion was made to approve the last revision. This was seconded and approved.

IV. Old Business

No Report

V. New Business

The Secretary gave her notice for the upcoming year, stating she will no longer be able to hold this office. She would like to remain on the Committee if possible. Ms. Miron has someone in mind to fill this position and will inquire if there is an interest.

The election of officers and budget approval will be addressed at the annual meeting, scheduled for May 16th.

Web Site

Our web site is in desperate need of an upgrade, especially with the Wooster Chapel almost ready for public use and the new option of Green Burials being offered. The President and Vice Chair will follow up.

ADJOURNMENT

There being no further business, Mr. Forristall adjourned the meeting at 9:00 p.m.

Minutes submitted by Melissa Lowrey, Secretary