

Fountain Hill Cemetery Association Board of Directors
Annual Meeting; May 22, 2017

1. Richard Forristall **called to order** the meeting of , at **Deep River Town Hall** at **7:03 pm**.

1a. **Members in Attendance:** Rhonda Forristall Richard Forristall Mark Lowrey Melissa Lowrey Jayne Mather Scott Nelson Arthur Thompson Also present was Reverend Merrill Perkins, Vicar of St. Peter's Anglican Church.

Prior to the start of the agenda items, a conversation was held with Reverend Perkins. After thanking the board for allowing his parish to use the Wooster Chapel for their Sunday services, he presented a tasteful picture of the chapel exterior drawn by one of his congregants.

Reverend Perkins also shared with the board a letter from the congregation expressing their appreciation for "accommodating us for our worship needs." A copy of that letter is appended to these minutes.

Finally, Reverend Perkins showed a copy of handbill the church proposes to distribute in the area, calling attention to their Sunday services. On a motion by Jayne Mather, seconded by Rhonda Forristall, the board gave unanimous approval for St Peter's Anglican Church to distribute the notice as presented by Reverend Perkins.

2. **Approval of Minutes:** Minutes of the meeting of March 20, 2017 were approved as printed. Motion by Jayne Mather; Seconded by Mark Lowrey. Unanimous.

3. **Communications:**

President Forristall reported on a call that he had received from a monument company who had installed a stone in Fountain Hill Cemetery. The person who ordered the monument has not made full payment for the stone, and had been unsuccessful in reaching the buyer. If payment has not been received, the monument company will pick up the stone, President Forristall phoned the plot owner, indicating that the monument company has been trying to get in touch with him. Richard suggested that the owner phone the monument company to iron out the problem.

4. **President's Report:** Richard Forristall reported on the following:

***Erosion:** Side hill, shaded areas of the cemetery that are devoid of grass are prone to erosion during heavy rainstorms. And the problem seems to be worsening. Not only is soil washing down the hillside, but small monuments are also being moved downward. Several possible solutions were discussed, including ground covers and shade-tolerant grass.

***Equipment:** A wood chipper as rented, and about 2/3 of the massive pile of debris has been chipped. All of our machines appear to be in good shape.

***Toilet:** Richard has repaired a broken toilet in the maintenance shed.

***VRHS:** The community service group from our high school will replace all the cemetery flags in preparation for Memorial Day celebration.

5. **Financial Statements & Report:** Treasurer Jayne Mather presented a report that showed the following:

*79.5% of our cash receipts came from three sources: Town of Deep River. Wooster Fund, and Opening/Closing of graves. It is anticipated that pattern will also be true in the coming fiscal year.

*As expected, salaries for personnel was the highest expense, followed closely by road repairs.

*Expenses to operate the Wooster Chapel seem to be about what was projected.

6. **Superintendent's Report:** None

7. **Committee Reports:**

***Nominating:** Jayne Mather reported for Susan Miron, Chairman of the Nominating Committee, requested the following be elected to serve of the Board of Directors: Matthew Elgart, Rhonda Forristall, Richard Forristall, Robert Larson, Mark Lowrey, Melissa Lowrey, Jayne Mather, Susan Miron, Martin Nadel, Scott Nelson, and Arthur Thompson. Motion made by Jayne Mather, seconded by Mark Lowrey. Vote was unanimous.

Further, Jayne Mather nominated the following members as officers of the board of Directors:

President: Richard Forristall; Vice-President: Mark Lowrey; Treasurer: Jayne Mather; Secretary: Arthur Thompson. Seconded by Mark Lowrey. Vote was unanimous.

***Superintendent/Assistant:** On a motion by Jayne Mather, seconded by Mark Lowrey, Brian Kollmer was elected as Cemetery Superintendent, and Richard Forristall as Assistant Superintendent. Vote was unanimous.

***Wooster Chapel:** Mark Lowrey reported that exterior lighting and interior air conditioning will be wired in the very near future.

On a motion made by Melissa Lowrey, seconded by Mark Lowrey, the usage fee for the Anglican Church was set at \$50 per use, with the length of the agreement with the church extended to 12 months. Vote was unanimous.

***Jewish Section:** Richard reported that no further progress has been made on the extension of the Jewish Section.

***Town Newsletter:** Rhonda Forristall reported that the next edition of the newsletter will be released sometime in June. Rhonda reviewed the focus of our article in the newsletter.

8. **Old Business:**

***Paving:** The town will be doing its paving in early summer. So, our paving will be done at the same time in order to get a more advantageous price. It is likely that all three sections that are in our paving plan will be completed this year.

***Foundation Fee Increase:** The recommendation by Richard Forristall to increase the foundation fee to \$100 per square foot for cement foundations was made. The motion for the increase was made by Mark Lowrey, seconded by Rhonda Forristall. The vote was unanimous.

The foundation fee for smaller monuments requiring a smaller, processed stone base remains at \$85 per square foot.

9. **New Business:** Action was taken on a motion by Jayne Mather, seconded by Mark Lowrey that the Association maintain checking and savings accounts at Liberty Bank. Authorized signers will be Jayne Mather, Treasurer; Richard Forristall, President; and Mark Lowrey, Vice President. One signature is required on disbursement checks and transfer of funds between accounts.

10. **Adjournment:** Meeting adjourned at 8:17 pm.

Respectfully submitted, Arthur Thompson, Secretary