

Fountain Hill Cemetery Association Board of Directors

This meeting is the Annual Meeting of the FHCA Board: An annual meeting of the Board of Directors for the election of directors and officers and for the transaction of such other business as may properly come before the meeting shall be held on the second Monday in the month of May, or on such other day as may be determined by the Board.

1. Richard Forristall **called to order** the annual meeting of May 14, 2018, at **Richard H Smith Town Hall at 7:00 pm.**

1a. **Members in Attendance:** Matt Elgart Rhonda Forristall Richard Forristall Robert Larson Mark Lowrey
Melissa Lowrey Jayne Mather Susan Miron Martin Nadel Scott Nelson Arthur Thompson

2. **Approval of Minutes:** Minutes of the meeting of March 19, 2018 were approved unanimously as printed.

3. **Communications:**

President Forristall reported on several phone calls that he received related to lot sales, past and present. He described the action taken on each one.

During a winter storm, a limb from one of our trees broke free and damaged the fence of the neighbor. The Board voted unanimously to share in the cost of fence repair. On a motion by Matt Elgart, \$125 was approved to cover our share of that cost.

The Reverend Perkins, Anglican Church pastor, informed the board of his desire to change the time of his weekly Sunday service to the afternoon hours rather than morning. He also asked for space in Wooster Chapel to store some church records. The Reverend Mr. Perkins agreed to pay for the storage space. On a motion by Mark Lowrey, the board voted unanimously to permit the record storage at a 6-month charge of \$250.

4. **President's Report:** Richard Forristall indicated there had been an increased number of burials recently, most of them cremation burials, Several (5 or 6) burial plots were sold.

Richard has also met with the paving contractor to work out a paving schedule. He described the section of cemetery driveway that is to be resurfaced this year, extending up the hill from the maintenance shed.

Eight volunteer students accompanied by a teacher will replace all flags on the burial sites of veterans on Friday, May 18. Susan Miron will be at the cemetery to meet them and provide them with flags. Old flags will be removed from the graves and disposed of properly.

Top Notch Electric will be working at Wooster Chapel on May 18, installing exterior lighting along the entry walkway and a plug for the organ.

The high school student recently hired is working out well. His current hourly rate is \$10.50. Richard requested authorization to raise his hourly rate to \$11.00. On a motion by Martin Nadel, seconded by Scott Nelson, a unanimous vote approved that authorization. In a companion action, Richard received authorization to increase the hourly rate of the college student subject to satisfactory performance. Motion made by Mark Lowrey, seconded by Rhonda Forristall. Approved unanimously.

5. **Financial Statements & Report:** Treasurer Jayne Mather provided the final financial statement for the fiscal year that ended March 30, 2018. She highlighted several budget areas where Receipts/Expenditures differed markedly from expectations:

Receipts: Income from Opening/Closing of graves was only 68% of the budget estimate, which resulted in a total income that was only 89% of the budgeted amount.

Expenditures: Balancing that shortfall in income from Opening/Closing Graves, the funds disbursed for that line item was only 44% of what was expected. Disbursements for Salaries was also much lower than budgeted. An adjustment was made in the recently approved budget to reflect that decrease in staff costs.

There were over expenditures on two line items: Repair & Maintenance (Equipment) and Maintenance expenses.

6. **Superintendent's Report:** Richard Forristall indicated that the entry sign has been repaired and re-installed. He reported that two gravestones have been damaged, one by our tractor. That stone will be repaired at our expense. The cause of damage to the other stone was not able to be determined.

7. **Committee Reports:**

Beth Shalom: “Things will happen.” Richard Forristall

Green Burial: Richard described an area that would be suitable for green burials. Through Richard, Undertaker Sam recommended a fee schedule for green burial: \$1400 for plot purchase; \$1200 for the burial. No action was taken at this meeting. The Green Burial Committee will develop a proposal for board action at a future meeting.

Preservation Society: Robert Larson presented a draft of a document to be submitted to the Secretary of the State incorporating the Fountain Hill Cemetery Preservation Society. On a motion by Martin Nadel, seconded by Scott Nelson, that draft was unanimously approved for submission.

Nominating Committee: Susan Miron, chair, submitted a recommended slate of FHCA Directors for re-election: The following directors were elected for a one year term: : Matt Elgart Rhonda Forristall Richard Forristall Robert Larson Mark Lowrey Jayne Mather Susan Miron Martin Nadel Scott Nelson Arthur Thompson

On a motion by Martin Nadel, seconded by Mark Lowrey, the report of the Nominating Committee was accepted and acted on.

Melissa Lowrey declined re-election.

The following directors were elected as FHCA Board officers for one year terms: President-Richard Forristall; Vice President-Mark Lowrey; Treasurer-Jayne Mather; Secretary-Arthur Thompson

8. **Old Business:** None

9. **New Business:** On a motion by Martin Nadel, the FHCA Board members expressed their appreciation to Melissa Lowrey for her years of service.

10. **Adjournment:** Meeting adjourned at 8:20 pm.

Respectfully Submitted,
Arthur Thompson, Secretary