

Lake Geneva Cemetery Board Agenda

Wednesday, May 15, 2024 – 4:30pm

Lake Geneva City Hall - Upstairs Conference

Room 2C

626 Geneva Street, Lake Geneva, WI 53147

President; Terry Krohn, Vice President; Ruth Monico, Secretary; Kathy Stoodley, Patrick Quinn; Alderman Frame, Council Liaison; Samantha Ingo, Park Superintendent and Staff Liaison

Agenda

1. Meeting called to order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. 19.84(2), limited to items on this agenda - Comments will be limited to 5 minutes.
4. Approve Cemetery Board meeting minutes from April 17, 2024.
5. Election of officers. City Ordinance Chapter 2. Administration ARTICLE V. BOARDS AND COMMISSIONS DIVISION 5. CEMETERY BOARD Sec. 2-302. Officers. Members of the Cemetery Board shall be elected annually in May.
6. Discussion/recommendation regarding Cemetery ordinances; review responsibilities.
7. Discussion/recommendation regarding monthly Comptroller Financial Report.
8. Review progress of the adoption of the revised and updated Cemetery Rules and Regulations to include the present fees schedule as City Policy as directed in **City Ordinance**, Division 5, **Cemetery Board, Sec. 2-308** (Frame)
9. Update on logo heading for cemetery rules/regulations. Neal Aspinall followed up: submitted estimate is in the amount of \$225.00. If approved, he can have 1-2 concepts by the next meeting. And final art 1-2 weeks after approval of pencil roughs. See attached.
10. Discussion/recommendation on Park Superintendent's Monthly Report.
11. Discussion/recommendation regarding DPW request on moving the purchase of new columbarium from 2027 to this year, 2024.
12. Discussion/recommendation on adding Pioneer Cemetery to Pontem; view link on website
13. Discussion/recommendation regarding which Board members are able to attend the September 2024 annual conference of the Wi Alliance of Cemeteries.

14. Future agenda items:

- Ideas for future planning of newly-acquired land at Oak Hill Cemetery.
- Review with vendors architectural design of proposed Columbarium.
- Annual and as needed review and update future costs of grave plots and fees.
- Annual review of cemetery rules and regulations.
- Monitor annual membership to WAC (December). Submit dues in February of each year. Add Quarterly Newsletter to agenda/packet upon receipt.
- Review budget recommendations for next year (July).
- Possibility of increasing Board members from 5 to 7 for Board diversity (passed Feb 15, 2023, meeting).

- State Statute 157.115 (2) ***Abandonment of Cemetery Lots*** regarding lots not interred for over 50 years: possibility to sell these lots.

15. Future meeting: June 19, 2024 at 4:30 p.m.

16. Adjournment

This is a meeting of the Cemetery Board. No City Council action will be taken; however, a quorum of the Council may be present.