

CEMETERY BOARD MINUTES

Wednesday, May 15, 2024, 4:30 pm
Conference Room A, Lake Geneva City Hall

Meeting was called to order by President Pro Tem Ruth Monico at 4:30 pm.

Roll call:

Present: Terry Krohn, Ruth Monico, Patrick Quinn (absent). New Board Members, Cathy Stoodley, Alderwoman Linda Frame, and guests, Alderwoman Mary Jo Fesenmeier, and Samantha Ingo, Park Superintendent.

Comments from the public. None

Motion made by Ruth Monico, seconded by Terry Krohn to approve Cemetery Board meeting minutes from April 17, 2024. Motion passed 2-0.

Election of Officers: Recommendation made by Ruth Monico to nominate Cathy Stoodley for President. Terry Krohn seconded the nomination. Passed 4-0.

Cathy Stoodley nominated Terry Krohn as Vice President. Alderwoman Linda Frame seconded the nomination. Passed 4-0.

Terry Krohn nominated Ruth Monico for Secretary, with Alderwoman Linda Frame seconding the nomination. Passed 4-0.

4:45 pm, Cathay Stoodley, Cemetery Board President, took over the meeting.

Discussion regarding Cemetery Ordinances; review responsibilities. Discussion on monthly Comptroller Financial Reports.

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**. Continued.

Recommendation to reimburse Neal Aspinall for designing a logo heading for the above mentioned Rules/Regulations. Estimated amount is \$225.00. Neal will present 1-2 concepts at our next meeting and final art 1-2 weeks for Cemetery Board approval. The Cemetery Board discussed if the logo could be used elsewhere. Cathy Stoodley will follow up with Neal.

Reviewed/Recommendation on future DPW monthly reports. Cemetery updates noted. Maintenance of the Sexton shed and removal from the dump area is continuing. Park Superintendent, will include updates on: Columbarium, road repair time frame, shed/office repair updates. Samantha Ingo, Park Superintendent, to report at the next meeting.

Discussion/recommendation on Park Superintendent's monthly reports.

Discussion regarding the Public Works Department repair of the Columbarium. Parts are available and Ketterhagen Memorials is making the repairs. Discussion continued.

Continued Discussion/recommendation regarding DPW request on moving the purchase of new Columbarium from 2027 to the year 2024. Discussion continued with follow up by Samantha Ingo, Park Superintendent.

Continuing Discussion on Adding Pioneer Cemetery to Pontom. Patrick Quinn has a book entitled, 'Pioneer Cemetery Pamphlet' which lists the names of those interred in Pioneer Cemetery to the best of their knowledge. Ruth Monico purchased the pamphlet for referencing those names to be included in the Pontom network depending on cost. Follow up research indicates \$450.00 to add to Pontom and take up to 3 months to complete. Continued.

Future agenda items:

- 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 February 15, 2023 meeting.)

Next meeting: Wednesday, June 19, 2024, 4:30 pm

Motion made to adjourn at 5:34 pm by Linda Frame and seconded by Samantha Ingo

Respectfully submitted,
Ruth Monico
Secretary