

Cedar Cemetery Association
Annual Meeting
May 6, 2017

Created 5/16/17 by Delores Yoraway

The Cedar Cemetery Annual Meeting was called to order at 11:01am by Judy Herrala, President.

Attendees:

Larry Lundby, Cathy Lundby, John Guy, Shirley Halberg, Dale Halberg, Tanya Guy, JoAnn Smith, Gladys Gallagher, Marlys Burman, Doug Evans, Jan Evans, Judy Herrala, Delores Yoraway

Secretary's Report

The Secretary's Report was distributed and read.

Judy Herrala asked if there were any changes or corrections.

There were no changes or corrections.

Larry Lundby made the motion to accept the minutes as read.

Cathy Lundby seconded the motion.

No discussion.

Secretary's Report was approved.

Treasurer's Report

The Treasurer's Report was distributed and reviewed.

Tanya Guy expanded on each line item.

Income:

Nine members donated to the cemetery for a total of \$790. Delores donated the cost of the website for three years, Larry donated snow removal, Tim donated time to cemetery maintenance.

Because of the donations, Cedar Cemetery's income in 2016 exceeded its expenses by \$139.67.

Tanya reached out to mortuaries with updated flier information to refresh our relationship with them.

Ten outstanding accounts have not paid their maintenance fees, some since 2010. Reason attributed to the loss of close family connections/ties between the cemetery and the account owner. Owners are distant shirt tail relatives, as close family members of the deceased have also died or moved away.

Discussion revolved around requesting perpetual maintenance fees up front at the time of lot purchase. Perpetual (Lifetime) Maintenance Fee is currently encouraged at time of lot sale.

It was noted from last year's minutes that Cathy Lundby confirmed that cemetery lots could be deeded back to the cemetery in lieu of lifetime maintenance.

CDs continue to be rolled into the checking account as they mature.

One site purchase (Huffer) included fees for site, marking, opening and lifetime fee.

Two site opening fees collected – Justad and Leisner.

One site transfer fee collected – Lot 123 / Site 3 & 4 to James and Katherine Lee.

Expenses:

State Farm 2015 policy was paid in 2016 due to billing idiosyncrasy. It was not past due. Tanya has been in contact with our agent regarding our coverage.

- We need to make sure contractors working at cemetery also carry their own insurance.

Mowing continues to be done by the Smith family.

Total Assets:

Doug Evans had a question about the driveway fund. Currently, \$1825 is restricted (or earmarked) to driveway improvements, with \$21,934 allocated to the Permanent Fund for upgrades/improvements. Cathy Lundby noted that interest earned from the Permanent Fund was to be directed to maintenance. Upgrades/improvements are items such as benches, fencing, signage, driveway. Larry Lundby explained that the interest from the CDs makes the dollar amounts uneven. Tanya felt the dollar amounts could be rounded off to make them even amounts. The Board of Trustees should decide how to handle this. Discussion of Treasurer's notes took place:

Tanya asked what could be done to collect unpaid maintenance fee invoices. She asked how long she should send invoices to uncollectible accounts.

Larry Lundby made the motion to accept the Treasurer's Report.

Jan Evans seconded the motion.

There was no further discussion.

Treasurer's Report was approved.

Old Business

John Guy asked about donations that were earmarked for a purpose other than the driveway. Tanya said none were specifically earmarked this year – but if and when they are – she would earmark them as requested.

John Guy asked if anyone had investigated any pricing of the driveway improvement. No one had – but Larry Lundby remembered that it had been quoted a while back as \$18,000 or more. Driveway will need to be measured for a quote.

- **Delores and Larry to investigate cost.**

Larry Lundby made the motion to table the driveway improvement decision until further information is obtained.

Delores Yoraway seconded the motion.

No further discussion.

Driveway issue tabled until further information is obtained.

Judy Herrala contacted the IRS, who said we did have three or four Tax IDs, but that only one of the IDs (issued in 2010) was valid and could be activated.

- **Tanya will update the bank with this information and have this ID activated.**

By-Law #8 regarding the rolling of the Permanent Fund into the General Fund, as long as it is earmarked for property improvements or upgrades rather than general maintenance, i.e., mowing expenses, was reviewed by the Trustees. The change request was not mailed to the general membership, however, the request was in the Minutes and published on the website.

The old version of the By-Laws and the new version of the By-Laws were reviewed for restrictions on notification. None were found. It was agreed that the By-Law change could be approved by the general membership in attendance at the Annual Meeting.

Judy Herrala made the motion to roll the Permanent Fund into the General Fund, as long as it is earmarked for property improvements or upgrades rather than general maintenance.

Jan Evans seconded the motion.

No further discussion.

It was approved to change By-Law #8.

New Business

- Trustee Elections:
 - Tanya Guy's and Delores Yoraway's Trustee terms are complete.

John Guy re-nominated Tanya and Delores as Trustees for another 3 years.

Jan Evans seconded the nomination.

Tanya and Delores were re-elected for Trustee term 2017 -2020.

- Memorial Day Service will be May 29th at 9:30am at the cemetery. Info put on website.
- Tentative cemetery clean-up date for **next** year is set at **April 21, 2018 at 9:00am**, subject to change depending upon the weather
- Larry Lundby noted that the Wreaths Across America Event was not held this year because of weather.
- JoAnn Smith said broken plant holders will be removed. No one responded to notices put on plant holders last year. New holders can be purchased at Green Barn, etc.
- Perhaps a website page can be developed with tips for upkeep of lots – i.e., descaling of headstones, place to purchase urns and holders, etc. Include list of monument companies available to raise headstones or install cement borders. Braham monument is being used by several people.
- Weed killer needs to be applied to stop spread of noxious weeds.
- Cement benches are beginning to sink into the ground. Tim was going to fix. **Larry Lundby said Lundby Electric would donate money for this. He is asking for the help of Jarrod and Doug – perhaps other members.**
- Larry Lundby suggested that Lifetime Fees be included in purchase price of lot and asked if the fee was high enough. Lifetime Fee is \$525, cost of a lot is currently \$450 – which would put total cost of lot at \$975.

- Larry to check with West Oaks and Twin Lakes to see what they are doing.

Doug Evans made the motion to postpone this vote until Trustees had checked more on this.

Cathy Lundby seconded the motion.

No further discussion.

Vote on including Lifetime Fee in lot purchase postponed until further information is obtained.

Larry Lundby made motion to move Annual Meeting time to 9:00am

Doug Evans seconded the motion.

Motion was carried to move Annual Meeting time to 9:00am.

Next Annual Meeting set for May 5th 2018 at 9:00am

Cemetery clean-up date for next year will be April 21st, 2018 at 9:00am.

Motion made to adjourn by Larry Lundby.

Seconded by Jan Evans.

Motion carried.

Meeting closed at 12:30pm.