

Board Meeting Minutes

Date of Meeting: **March 12th, 2018**

Members present were:

- Chairman Brent Lewis
- Member Steve Jones
- Secretary Dallen Farmer

Members absent were:

- Member Brutch Merrill

Meeting minutes:

- Welcome - Call meeting to order
 - Chairman Lewis called the meeting to order.
- Minutes from previous meeting
 - Minutes from the previous meeting were discussed and reviewed.
- Financial Update
 - Current bank statement
 - The current bank statement was reviewed. As of the date of this meeting the cemetery has \$39,158.64 in its bank account. The current year budget was reviewed, and it's believed we are within the bounds of the budget. Mr. Farmer presented a new budget format. He maintains it is easier to read, and follow. The board reviewed the new budget format.
 - Receivables & Expenditures
 - Reviewed by the board.
- Water meter installation
 - Mr. Farmer will be investigating other options to have our mandated water meter installed, which are more economical. He will provide updates as new information is obtained.
- Repaving update
 - The bids were reviewed, and discussed. Mr. Farmer informed the board of the results of his meeting with the county commissioners. The county commissioners offered in-kind donations of road base to help offset the cost of the paving. Per the county commissioners, Mr. Farmer will meet with the county road and bridge supervisor, who will assist in determining the needs available materials. The board requested further updates as they are received.
- Fence proposal
 - The wrecked section of the fence has still not been repaired. For the cost to repair the small section, a large portion of the fence could be completely updated. The board requested Mr. Farmer investigate options and

costs associated with replacing the entire fence, or portions thereof.

- Annual Fee Review
 - The board reviewed the fees assessed by the cemetery. It was proposed by Mr. Farmer, that the winter and summer opening and closing fees be averaged together, in order to simplify book keeping, billing, and invoicing. In addition, it eliminates the problems occasionally raised by patrons who have a funeral service in the winter, but feel like because of the weather conditions, they should be charged the summer rate. Averaging the two fees together, creates a more consistent and simplified fee structure, and moves us in better inline with neighboring cemeteries. Chairman Lewis moved to accept the fee structure proposal. Member Jones seconded the motion. There was no comment. The motion carried.
 - Mr. Farmer presented a proposed change to the wording of the policy manual, as it pertains to purchasing a burial right (plot) in the cemetery. Currently the vernacular used is “residing in the district” vs. “residing outside the district.” Those residing within the district pay a discounted rate for plots, whereas those residing outside the district pay a premium in addition to the base price for plots. It was suggested to change the vernacular to “purchasers owning tax-assessed property within the taxing district” and “purchasers not owning tax-assessed property within the taxing district.” Mr. Farmer felt that in the spirit of the policy, it was intended for people already paying property taxes within the cemetery district be given a discounted rate, since a portion of those taxes go to the cemetery general fund; whereas people who do not pay property taxes within the district, do not. Chairman Lewis moved to accept the policy change wording. Member Jones seconded the motion. There was no comment. The motion carried.
- Next board meeting
 - The 2nd quarter board meeting was scheduled for May 10th, at 6:30 PM, at the Snake River Community Library conference room.
- Executive Session
- Adjourn
 - Chairman Lewis called for meeting adjournment.