

**GREENWOOD CEMETERY ADVISORY BOARD  
MEETING MINUTES  
FRIDAY, SEPTEMBER 18, 2020, 10 A.M.  
VIRTUAL MEETING**

**I. CALL TO ORDER**

Linda Buchanan, Interim Chair, called the meeting to order at 10:06 A.M.

**II. ROLL CALL**

Present: Linda Buchanan, Vice Chair, serving as Interim Chair,  
Pam DeWeese, Linda Peterson, Laura Schreiner, Margaret Suter,  
George Stern

Absent: Joseph Vercellone

Administration: City Clerk Designee Alex Bingham; Museum Director Leslie Pielack,  
City Planner Brooks Cowan

Guests: None

**III. APPROVAL OF THE MINUTES**

**A. Approval of meeting minutes of January 3, 2020**

**MOTION:** by Suter, seconded by Stern:

To approve the minutes of January 3, 2020, as amended.

**VOTE:** Yeas, 5  
Nays, 0  
Recused, 1

**B. Approval of meeting minutes of July 9, 2020**

**MOTION:** by Suter, seconded by Schreiner:

To approve the minutes of July 9, 2020, as amended.

**VOTE:** Yeas, 5  
Nays, 0  
Recused, 1

Approval of the meeting minutes of April 15, 2020 was deferred to the next meeting.

#### **IV. NEW BUSINESS**

- A. New member Pam DeWeese was welcomed.
- B. Museum Director Pielack shared information about a fundraising campaign by the Friends of the Birmingham Museum to install a monument for the unmarked graves of George and Eliza Taylor, formerly enslaved individuals who were recently discovered buried at Greenwood.
- C. Nominations for Chair and Vice Chair were proposed.

**MOTION:** by Suter, seconded by Peterson:

To nominate Linda Buchanan as Chair.

**VOTE:** Yeas, 6  
Nays, 0

**MOTION:** by Buchanan, seconded by Stern:

To nominate Linda Peterson as Vice Chair.

**VOTE:** Yeas, 6  
Nays, 0

#### **V. UNFINISHED BUSINESS**

- A. City Planner Cowan provided information on the GIS database and digital mapping of the cemetery plots and graves. There are 904 lots and 5,158 graves. The goal is to integrate other data from the City and from Creative Collaborations' Cheri Arcome into the database so it can be accessed online. It will be able to provide geo referencing for exact grave location, ownership, availability, and other data. About half the names have been integrated thus far, and it should be ready in the next couple of months.
- B. The 2019/2020 Annual Report has not yet been completed.
- C. The Ground Penetrating Radar RFP is suspended pending completion of the GIS database of the cemetery plots.

#### **VI. FINANCIAL REPORT**

- A. The fourth quarter financial report was not available for discussion. Additional information is needed from Cheri Arcome of Creative Collaborations to prepare the report.

#### **VII. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA**

There were no public comments.

**VIII. BOARD COMMENTS**

Mr. Stern commented that he would like the key performance indicators to be a regular agenda item under Unfinished Business on the agenda. He also mentioned that former board member Kevin Desmond has been recognized by *Crain's Detroit Business* as "40 under 40." Ms. Buchanan provided an update on the planned Friends of the Birmingham Museum cemetery tour September 25. She also mentioned that Downtown Magazine had recently had an article about a parliamentary training provided to the city commission by Coco Siewert, and that Coco had emphasized that meeting minutes should reflect "what was done, not what was said" to keep minutes efficient.

For the next meeting, Ms. Buchanan suggested that it may be six weeks or so before the Greenwood Cemetery Advisory Board can set the next meeting due to the fall election schedule and need to prepare the necessary reports for the board. Members agreed by consensus that Fridays at 10:00 AM continues to be a good time to meet.

**IX. ADJOURN**

Ms. Buchanan adjourned the meeting at 11:14 a.m.

**Next Meeting: Date TBD; late October or early November.**