

**Greenwood Cemetery Advisory Board
Meeting Minutes
Friday, ~~May 6~~ June 3¹, 2022, 8:30 a.m.
151 Martin St. - Room 205**

I. Call To Order

Linda Buchanan, Chair, called the meeting to order at 8:33 a.m.

II. Roll Call

Present: Chair Linda Buchanan
Pam DeWeese
Linda Peterson
Laura Schreiner
George Stern

Absent: Margaret Suter, Joseph Vercellone

Administration: City Clerk Bingham, Deputy Clerk Woods

III. Approval Of The Minutes

A. Review of the Minutes of May 6, 2022

It was recommended that 'polls' should be changed to 'poles' on page one of the minutes and that 'due to lack of quorum' be added after 'Chair Buchanan adjourned the meeting at 9:38 a.m.' on the last page of the minutes.

MOTION: by DeWeese, seconded by Peterson:
To approve the minutes of May 6, 2022 as amended.

VOTE: Yeas, 4
Nays, 0
Abstain, 1 (Stern)

IV. Unfinished Business

A. Preparation for 2021-2022 Annual Report, Goal Reflection & Setting

CC Bingham noted the Board's agreed-upon revisions, and said those would be integrated for review.

Stern asked how much revenue is derived from the second and third right of burial. Clerk Bingham responded that she will work with Finance to confirm those numbers.

¹ As amended at the July 1, 2022 meeting.

The board discussed the goal of launching a digital map for public reference with GIS. It was recommended that Staff create a 'How to Find a Person Guide' for the Greenwood website as a short-term solution.

MOTION: by DeWeese, seconded by Peterson:

To create a guide for how to locate persons in the Greenwood Cemetery and make it available on the Greenwood Cemetery website.

VOTE: Yeas, 5
Nays, 0

V. New Business

- A. Future Business for July
 - a. Policy for Approving and Installing Markers for Persons of Historical Significance
 - i. Read through the most recent draft of the policy
 - ii. Ask questions or make suggestions, if the current version is sufficient recommend adoption
 - b. Review the final draft of the 2021-2022 Annual Report
 - c. Planning for Grave Stone Inventory
 - d. Clerk Update on Rules and Regs Manager Review Status
 - e. Other Items for Consideration

VI. Reports

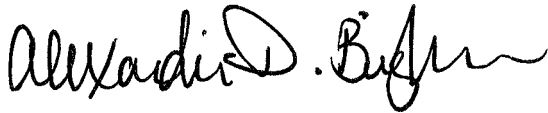
- A. Update from Museum Director Leslie Pielack (when applicable)
- B. Update from Clerk's Office
- C. Financial Reports
- D. Cemetery Sales & Activity
- E. City Manager's Report

VII. Open To The Public For Matters Not On The Agenda

VIII. Board Comments

IX. Adjourn

Chair Buchanan adjourned the meeting at 9:50 a.m.



Alexandria Bingham
City Clerk



Laura Eichenhorn
City Transcriptionist