

Morristown Cemetery Association
Summer Meeting Minutes
Monday, July 14th, 2014 ~ 4:00 pm ~ Tegu Building Conference Room

Present: Dennis Smith, Anne Shackett, Jane Paine, Annette Smith, Sondra & Dave Sanborn, Irene Wilkins
Francis & Irene Huard, Cherie Lefevre Priscilla Draper and Brian Kellogg

- I. Meeting Called to Order at 4:00 pm
- II. Minutes of Annual Meeting (Tuesday, April 22, 2014) – Motion made by David Sanborn to accept Minutes as presented. Seconded by Francis Huard. Passed.
- III. Treasurer's Report (for the period January 1 - June 30, 2014) presented by Jane Paine. (see attached financial statements) – Motion made by Anne Shackett to approve as presented. Seconded by Cherie Lefevre. Passed.
- IV. Endowment Secretary's Report by Annette Smith – no new money for lots have been received. – Motion made by David Sanborn to accept as presented. Seconded by Anne Shackett. Passed.
- V. Public Concerns - none
- VI. Unfinished Business
 - a. Mowing Contract: Dennis expressed his disappointment that several of the cemeteries had not been mowed by Memorial Day. The VDOC crew cannot seem to get to the mowing timely as agreed upon in the contract. It has gotten a little better over the past few weeks. There seems to be not enough workers (again this year) and Crew A does not know what Crew B is doing. There had been discussion with the VDOC that they might give up our contract, but they have decided to continue through the end of the year. It appears that we may need to go back to hiring a professional mowing service. It may not be too early to begin investigating other contractors for next summer. Dennis handed out copies of the old contract for members to review prior to our October meeting. Then an informational meeting will be scheduled in the winter to solicit bids.
 - i. Discussion about the need for fertilizer and lime at most of the cemeteries. We need to concentrate efforts on filling some sunken graves and growing new grass. Dennis, David and Francis to work on getting bids for separate contract for liming and fertilizing.
 - b. Delinquent Corner Markers – not as many as we had originally anticipated (only 4 ~ 3 at Randolph, 1 at Mtn View) Dennis working on sending letters to the families.
 - c. Trees at Riverside – went down during windstorm and landed on two small stones and knocked one of its base. Association had asked the Town to cut down several times, but never happened. Now cleanup seems to be a problem. Another tree needs to be cut down behind the VFW. Hopefully, we can be proactive this time. Dennis will work with Brian K and Dan Lindley to see if we can make this happen.

Amendment added (10.1.14 meeting): Brian Shackett and his family spent an afternoon at Riverside cutting up fallen tree branches.
 - d. Trees at Laporte – two huge pines need to come down – one is in really bad shape.
 - e. Update on Stone Repair – Dennis and Jane were scheduled to meet with Patrick Healy, the Vermont Cemetery Association President, to do site walks to review broken stones and get recommendations for repair contractors. The visit didn't happen due to a mixup of timing on Patrick's part. Another date and time will be rescheduled soon.
 - f. Other Unfinished Business – None

VII. New Business

a. Trustee Reports

- i. **Lakeside** – Cherie reported that it is currently pretty good – there was a burial this past Sunday
- ii. **Laporte** – Dennis reported that it is better than Memorial Day – a lot of clearing of brush had been done.
- iii. **Mountain View** – Anne reported that she had had three complaints prior to the last mowing. Complaints were about things being missing (2 hanging pots and a broken angel), geranium had been cut down, not enough trimming being done and trash cans overflowing)
- iv. **Plains** – Francis has ordered a replacement cap for one of the fence posts from Menard's Agway. Jane reported that she and her husband had spent time powerwashing and cleaning the vinyl fence. Noticed one broken stone in the front.
- v. **Randolph** – Luckily no broken stones. Satisfied.
- vi. **Riverside** – David reported that trees still need to be picked up and he would like to see replacement of rest of old chain link fence. The gate is still being left open so people don't try to climb over. Brush needs to be cleaned up near the gate.
- vii. **Wheeler** – Irene reported how pleased she is with the appearance of the fence. She turned it over to Jane to explain. Jane reported that on Sunday, July 6th, she and 24 family members had a volunteer work day to finish the fence project. Volunteers sanded, painted, and gardened. The Wheeler sign was also given a new coat of black rustoleum. It was an amazing, heartfelt day and the result looks wonderful. The Association members gave a round of applause for these volunteer efforts. The cost of the supplies totaled \$453.72, of which Jane had to personally charge \$187.97 due to CHC being closed on Sunday. Jane is asking the Association for a motion to reimburse her for these charges. A motion was made by Irene Wilkins to cut a check to Jane in the amount of \$187.97 for supplies. Seconded by David Sanborn. Passed. Dennis to write check.

b. Other New Business – Review of the new, updated Open Meeting Law

- i. Must post Agendas in at least three public places prior to meeting dates
- ii. Minutes must be made available to public within five days of meeting (draft versions)
- iii. If website is available, minutes must be posted there. Jane to check with Mary Ann to see if it is necessary for us to post on their site since we don't have a link. Currently, we will continue to store our minutes in the vault at the Town Clerk's office and will post a message on Facebook about where to find them.

Motion made by Francis Huard to adjourn the meeting at 5:30 pm. Seconded by Irene Wilkins. Passed.

Next Meeting to be held in October. Will try to schedule the Tegu Building again.
4:00 pm seems to work for everyone.

Respectfully submitted,

Jane Paine

Morristown Cemetery Association
Balance Sheet
June 30, 2014

ASSETS

Current Assets

Cking - Operating UBMM
Interments/Lot Sales Receivabl

\$ 24,902.41
3,250.00

Total Current Assets

28,152.41

Board Designated Endowments

Investment - Merchants Trust
Savings - VSECU - membership
Savings - UB Endowment
CD - UB 33880 - 6/4/15 - 1%
CD - UB 74574 - 1/13/15- 2.75%
CD - VSECU - 1/4/19 - 1.74%

25,887.57
184.50
439.34
10,000.00
42,820.15
12,204.00

Total Other Assets

91,535.56

Total Assets

\$ 119,687.97

3560.⁰⁰ Future Land
145.⁰⁰ Paint Donation
2883.⁰⁰ Wheeler Gate
1680.⁰⁰ Town Funds
8268.⁰⁰
16,634.41
Maintenance Funds

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable
Deferred Revenue - Town Funds

\$ 600.00
1,680.00

Total Current Liabilities

2,280.00

Capital

Retained Earnings
Excess/(Deficit) Rev over Exp

111,846.52

5,561.45

Total Capital

117,407.97

Total Liabilities & Capital

\$ 119,687.97

Morristown Cemetery Association
Income Statement
For the Six Months Ending June 30, 2014

REVENUES

YTD 2014

Sale of Lots

Sale of Lots - Mountain View	\$	2,800.00	7 lot sales (due fr/M.Faith)
Total Sale of Lots	\$	2,800.00	

Maintenance Contract

Town Allocation	\$	1,320.00	(April-\$280, May-\$440, June-\$600)
Total Maintenance Contract	\$	1,320.00	

Interest Earned

Interest - Operating Cking	\$	11.16
Interest - Future Land Cking	\$	0.84
Interest - Merchants Trust	\$	280.23
Interest - Endowment Savings	\$	0.25
Interest - UB CD 33880	\$	49.89
Interest - UB CD 74574	\$	1,161.46
Interest - VSECU CD 8394	\$	88.46
Total Interest Earned		1,592.29

Charitable Contributions

Donations - Wheeler	\$	175.00	Gate Fund
Total Donations	\$	175.00	

Interments

Interments	\$	450.00	9 burials (due fr/M.Faith)
Total Interments	\$	450.00	

Investment Activity

Realized Gain(Loss)-MTC	\$	(33.08)
Unrealized Gain(Loss)-MTC	\$	825.82
Total Investment Activity	\$	792.74

TOTAL REVENUES	\$	7,130.03
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OPERATING EXPENSES

Annual Care & Maintenance

Annual Care - Plains	\$	131.48	3 visits
Annual Care - Lakeview	\$	211.47	5 visits
Annual Care - Riverside	\$	91.48	2 visits 5/21/14 - 6/9/14
Annual Care - Mountain View	\$	318.47	7 visits / 2 trash pickups
Annual Care - Wheeler	\$	211.48	5 visits
Annual Care - Laporte	\$	211.47	5 visits
Annual Care - Randolph	\$	251.48	6 visits
TOTAL OPERATING EXPENSES	\$	1,427.33	

ADMINISTRATIVE EXPENSES

Dues Expense	\$	25.00	VCA Membership
Office Expense	\$	34.00	N&C Annual Mtg Warning
Investment Mgmt Fees	\$	82.25	
TOTAL ADMINISTRATION	\$	141.25	

Total All Expenses	\$	1,568.58
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Excess/(Deficit) Revenue over Expenses	\$	5,561.45
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