

Maplewood Cemetery Association

150 MIDDLE ROAD
HENRIETTA, NY 14467



Board Meeting

June 4, 2008

Gary Stockmaster, President, called the meeting to order.

Phyllis read the minutes of the March Quarterly meeting which were approved with a motion from George and seconded by Lucille.

Treasurer's Report: Phyllis

The HSBC checking account totals from January 2008 through May 2008 are as follows:

Forwarded Dec. 31, 2007 \$27, 262.71

Total Receipts (+) \$25,702.32

Total Expenses (-) \$15,672.13

Forwarding Balance: 5/31/08 \$37,292.90

The Treasurer's Report was approved by Mary Ann and seconded by Melba.

Finance Report: George Zornow reported on the finances presenting a list of all Cemetery accounts, highlighting accounts necessary to transfer to maintain the \$35,000 approved funding for the initial development once all necessary permits are received.

Maplewood Asset Swap Proposal – June 2008:

- We have \$22,555 in the M&T Market Advantage account from cashing a Permanent Maintenance (PM) CD in April 08.
- We also have a \$20,356 General Fund CD at Key Bank which matures in 2011
- If we reclassify the 2011 CD as PM and transfer approximately \$2,200 from General Savings to PM Savings, the Market Advantage account can be converted to General Funds. The transfer amount will probably be less due to accrued interest (last statement 12/07) in the Key Bank CD.

Other Good News from M&T:

- They are willing to extend the 3-month "promotional" rate (3%) on our Market Advantage account by another 3 months if we bring them another similar deposit. Our Upstate Bank General Fund CD matures on June 10, 2008 and this would be a good place to put the proceeds with the rate locked in until 10/22/2008.
- After that, we can open an M&T brokerage money Markey account (currently 2.05%).

A motion for implementing George's Maplewood Asset Swap fund transfer proposal was made by Carol and seconded by Kim.

Superintendent's Report: Carol

- Addressed comments and a complaint about mowing and trimming. Most comments about the appearance of the cemetery remain positive. A complaint was phoned in to Carol. Carol mentioned that the intent is to stretch the time between mowings as much as practical. This conserves time and expense without significantly impacting the appearance of the Cemetery.
- A complaint was received just before the board meeting regarding some broken flowers and left over dirt at a grave adjacent to a recent burial. The grave garden was reviewed and minimal damage was found. Carol will contact the concerned people and offer to replace the flowers. It was noted that the Cemetery has frequent activities that are well managed, but could impact adjacent areas occasionally. The Cemetery Rules and Regulations also point out that *"The cemetery is not responsible for loss or damage to any of these items or plantings"*.
- The Spring Walk-Through was held on May 14th, 2008. Several issues were noted.

- Carol made a motion for up to \$1,000 to be spent on repairs for the monuments noted in the walk-through. Seconded by George.
- No further vandal/party incidents have been detected. The Monroe County Sheriffs are continuing their patrols of the Cemetery.

Sunshine Committee Report: Carol

- Flowers were sent from the Directors of Maplewood Cemetery by Carol, in memory of Mr. Ed Miller, founder of Miller's Funeral Home.

Grounds and Development Report: Gary

- The Civil Engineering firm, McMahon and LaRue, was hired to complete the engineering, mapping, and application for permits for the Middle Road drainage culvert and north road projects. Work commenced April 7, 2008 and the permit reviews and applications are being completed by the Monroe County Department of Transportation (MCDOT) and the Town of Henrietta.
- Once these permits are approved and issued by MCDOT, the Town of Henrietta will be able to issue the permit necessary for us to start receiving fill dirt to implement the Master Plan development.
- McMahon & LaRue also surveyed the FEMA Flood plain area for possible fill compensation requirements. The findings indicate that only 260 cu yds would be required for this compensation. It is possible that the Town of Henrietta may waive this compensation requirement considering the small area impacted.
- Gary was able to negotiate with MCDOT to reduce the permit fees and service deposit required for the requested permits to less than half of the listed fees. The drainage and north road projects will be combined as 1 permit, instead of 2. This allows for further fee reductions from MCDOT.
- The silt-fence will need to be repaired or replaced before we start receiving fill dirt.
- We will also have to start the DEC required Storm-water monitoring for run-off once 'land disturbance' and filling starts.
- We will need to start soliciting bids for the MCDOT projects and for having the trees and brush cleared from the Master Plan fill areas. These activities will constitute 'disturbing the land', as noted above.
- The cost of these projects is not yet known. If the cost exceeds the approved \$35,00, a request for more funding will have to be made and approved.
- Phyllis and her nephew Bill located, uncovered and raised the lot markers in Section F. This was a lot of work and is very helpful.
- The Cemetery Rules & Regulations brochure has been added to the Cemetery brochure containers at the north and south entrances.

Web and Database Report: Gary

- Phyllis and Linda updated the Cemetery records and database on May 28th. Gary updated the website with this new data on June 1st.
- The web-site continues getting positive comments, genealogy research requests, and request for grave sale information.
- Requests for photos of a few of the monuments have been received and processed. These are free services but a follow up discussion agreed that we could 'gratefully accept donations' if offered.
- The new Cemetery phone number has been posted on the web-site and listed in the Cemetery bulletin board (on the shed). Only a small number of calls have been received so far. (585-672-1020)

The meeting was adjourned with a motion and seconded.

Next Meeting –Quarterly meeting on November 5th, 2008.

Directors Present:

Mary Ann David, Lucille Newman, George Zornow, Melba Rupert, Margaret Hayes, Shirley Miller, Carol Feasel, Phyllis McHargue, Gary Stockmaster, Kim Mryglod.