

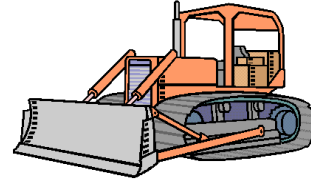
Maplewood Cemetery Association

150 MIDDLE ROAD
HENRIETTA, NY 14467



Board Meeting

November 5, 2008



Gary Stockmaster, President, called the meeting to order.

Movie: 2008 Expansion projects: Gary

Gary showed a movie of the 2008 expansion projects. After the movie, Gary expanded on the details of the projects and handed out maps and a project outline. Carol thanked Gary for all his hard work at the cemetery. He kept track of the entire project, what equipment was hourly and which were free, negotiated the contracts with the contractors and was able to get several things at no charge. We were able to obtain all the fill-dirt free, with most of it from Villager Construction. A.J. Osborne, who managed the project for Villager, went above and beyond in assisting us. We were able to save between \$30,000 and \$40,000 from the cost estimates of the Grever and Ward master plans by working with Villager. Gary was able to renegotiate the original \$8,000 estimate to seed the North area down to \$1,800 as one example. The project was active from the beginning of July until the end of September. Many bids were reviewed before choosing Villager as the main contractor.

Certificates of Appreciation for their contributions to the 2008 expansion projects were handed out by Gary to Ray and Carol Feasel, Phyllis McHargue, George Zornow, Paul Macauley, John Hatch, Devon Van Vechten, Linda Stockmaster and Billy McHargue.

Secretary: Linda

The June 2008 quarterly meeting minutes were read by Linda. A motion to accept was made by John and seconded by George.

Treasurer's Report: Phyllis

Accounts: January 2008 through October 2008:

HSBC checking account		PM Deposits	
Forwarded Dec. 31, 2007	\$27,262.71	46 Interments @\$35.00 per	\$1,610.00
Total Receipts (+)	\$58,818.21	40 – 45 Lot Sales 10% to PM	\$2,962.50
Transfers to Checking (+)	\$84,315.00	Total:	\$4,572.50
Total Expenses (-)	(\$156,017.97)		
Forwarding Balance: 10/31/08:	\$14,377.95	Fourth Quarter Payroll	(\$5,000.00)
M&T Market Advantage		The mowing contracts paid:	
Balance: 10/31/2008	\$30,856.91	Mark	(\$5,936.50)
		Chris	(\$3,638.50)

The approved \$35,000 (June 2008) for the initial expansion projects was spent and almost all of the \$90,000 additionally approved (August 2008) amount will be spent this year, as planned. In the spring, we will have to review how much is available and which projects to fund for 2009 expansion. We may not be able to fund all of the projects next year.

A motion was made by Carol to accept the Treasurer's Report, and seconded by John.

Finance Report: George Zornow

George found some NY State Permanent Maintenance (PM) Restrictions for balances: "The principal or restricted balance" of PM investments "can not be expended". Meaning that when our PM Mutual funds have a market value less than our original investment, an offsetting balance within the General Fund must be maintained until the PM shortfall is eliminated. Currently, the short fall is about \$10,000 and could possibly increase to \$20,000. We have more than that in the General Fund assets, and should allow for a contingency amount of at least that much when planning for 2009. This may reduce the available funds for the 2009 expansion projects even further than the direct market decline impact on our PM and General funds. George will continue to monitor the funds and notify the board if conditions change significantly and require further action.

Balance Summaries: (statement dates vary)

Permanent Maintenance (PM)	\$175,978.86
Perpetual Care	\$ 3,989.83
General Fund	\$120,989.04

A motion to accept George's report was made by Ray and seconded by Paul.

Superintendent's Report: Carol

- We have received positive comments on how good the cemetery looks.
- Grave notifications of 'Rules & Regulation' violations were posted in September and a few complaints were received. One letter of complaint will be handled by Carol and a letter of complaint from Kathleen Centola will be responded to by Gary. While they express concern about the rules, the board agreed that we should enforce them throughout the entire section, without individual exceptions.
- Paul reported about the flower pots being stolen on some graves in the spring.
- Gary said that an exception for the eternal lights was made and they were not removed.

A motion to accept the report was made by Shirley and seconded by George.

Grounds and Development Report: Gary

- Most of the 2008 'Grounds and Development' report was covered in the opening movie and conversation that followed. Summary: The 2008 Expansion projects included 16 projects that were very productive and accomplished what we set out to do.
- For 2009, the remaining items to consider for development would be to
 - Finish the East section: Fill, grade and seed the East Section which would need an additional 5 - 6,000 cubic yards of fill-dirt.
 - Finish the East road: The expanded road in the East will either need a binder coat to raise the level to the old East road or a new surface for the entire 20 feet width of road.
 - Create the South loop road by 'recycling' the millings currently in the back of the east section to the loop for the South area. We will need additional millings for the base to complete the entire south loop road.
 - Survey and mark the lots in the North section
- Ray reported that he may go ahead and cut down the one tree that was approved earlier for \$600.
- Four lateral drains were added to the F-section for drainage so the spring snow-melt and rain water should no longer be a problem. These drains are connected to the overall East section drainage system installed this year.
- Devon was asked to see if our Town of Henrietta fill permit, that will expire on 12/31/08; could be extended one more year to complete the fill needed in the East section. He agreed to check into it.
- We could begin selling new graves in the new North section as early as next fall, if we needed to. This puts us ahead of schedule for grave availability, which continues to decrease in the F-section.

Web and Database Report: Gary

- Phyllis and Linda updated the Cemetery records and database on 10/14/2008.
- A motion was made by Ray and seconded by John to decommission the H19 through H27 lots since they conflict with the master plan development in the South area. These lots will be reassigned in the new South section in the future. Also, to add the 48 graves in the F section near the shed of which two graves have already been sold.

Nominating Committee

- Gary recommended that we think about creating 1 or more 'honorary' board member positions for those who do not regularly attend the meetings to make room for others who have expressed an interest in joining the board. Phyllis reported that in 1976, the by laws setup this ability and the first honorary member was Sam Zornow.
- Melba stated that Gordon Stone's daughter had expressed an interest in being on the board. Paul volunteered to step down but we agreed he is a very valuable part of our board and would not want to lose him.
- Nominations and any changes will be reviewed at the March 2009 meeting.

New Business

- Gary suggested that at our next meeting in March everyone should be thinking about naming the new sections (North, South and East) and come up with names for the various road sections. With this, road signs will need to be created. Maps were handed out to show the areas and roads.
- He also would like to have a Garden committee setup for working on the gardens with Linda.
- The projects for 2009 would include road work, east section finalization, survey work for the North, maintenance for the new sections, new plantings, signs and markers.
- The board wanted to thank Kim's mother, Joyce Collins, who provided 75 new crocus bulbs for the cemetery. Linda and Gary planted half of the bulbs in the Memorial Garden and the other half near the shed.
- Phyllis wanted to wave the amount of money she gets for her work. The board decided that she does so much, paying her is the least we can do to show our appreciation. Perhaps an increase in the payments should be considered at the next meeting since it has been the same for several years.
- Paul made a recommendation and motion that restaurant certificates should be given to Gary and Ray for all their time that they spent at the cemetery during the 2008 development projects. The motion was seconded by John and approved.
- George suggested that the original Articles of Incorporation should be displayed at the next meeting. Gary found them in the Monroe County records and they were dated 1896. They were needed to provide to M & T bank that we were who we said we were so we could get access to our funds.

The meeting was adjourned with a motion from George and seconded by Carol.

Next Meeting –Annual and Quarterly meetings on March 4th, 2009 at the Henrietta Town Hall.

Directors Present:

Mary Ann David, George Zornow , Melba Rupert, Margaret Hayes, Shirley Miller, Carol and Ray Feasel, Phyllis McHargue, Mark Wright, John Hatch, Paul Macauley, Devon Van Vechten, Linda and Gary Stockmaster.