

Maplewood Cemetery Association
Quarterly Board Meeting
March 5, 2025

➤ President John Hatch brought the Directors Quarterly meeting to order.

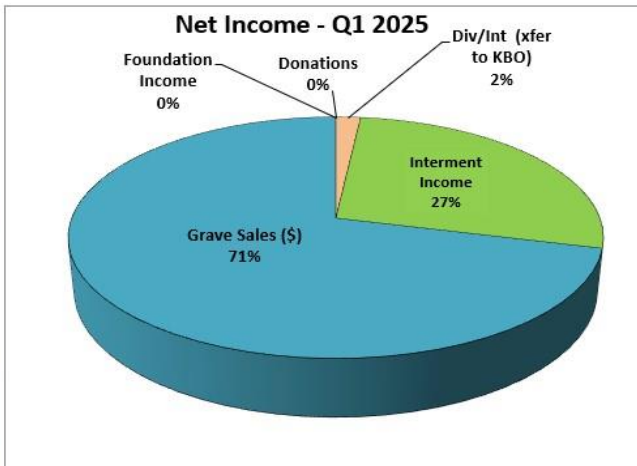
Secretary's Report: The 2024 Q4 meeting minutes were read by George. Motion by Mark to approve, seconded by Scott and approved.

Treasurer's Business Report: Gary's Business Report 1st Quarter 2025. A motion to accept was made by George seconded by Scott and approved.

Business Report as of 2/28/2025		Q1 2025					
Checking:	Key Bank	General Savings:	Vanguard (3)	General Accounts FY	PM Accounts:	Vanguard	Key Bank (PM)
Balance Forward	\$ 44,659.70	Balance Forward	\$ 175,662.59	\$ 220,322.29	Balance Forward	\$ 352,350.00	\$ -
Receipts/Deposit	\$ 12,459.13		\$ 946.89		Receipts/Deposits		\$ -
Expenses	\$ 12,371.70	Expenses	\$ -		Expenses		\$ -
Balance	\$ 44,747.13	Balance	\$ 176,609.48	\$ 221,356.61	Balance	\$ 420,098.17	\$ -
KBO YTD2025 +/-	\$ 87.43	Gen YTD2025 +/-	\$ 1,034.32				\$ 420,098.17
Total General and PM:	\$ 641,454.78						\$ 67,748.17

Business Report	Q1 2025	Last Year (FY 2024)	Average (past 52 years)
Graves SOLD (#)	6	38	43
Interments - Full (total)	4(0)	18(43)	43 (combined)
Interments - Cremated	0	25	
Foundations	0	30	-

Section Availability	# Graves	Income - YTD	Net Income
B	(134) 84	Donations	\$ -
C*	0	Foundation Income	\$ -
D	1	Div/Int (xfer to KBO)	\$ 147.62
F*	0	Interment Income	\$ 2,300.00
H	2	Grave Sales (\$)	\$ 6,000.00
J	409		\$ 8,447.62
K	206		
Total Available:	618		
Total Sold: J & K	391		
* Includes Buy-Backs			
		J: MAIN (since 6/2013)	32%
		J: CRE(since 6/2013)	20%
		K: (since 6/2013)	52%
		Donation Notes:	
		Historic Preservation	\$ 2,142.74
		Vet Flag Holders (All)	\$ 6,449.00
		\$\$ for Trees (All)	\$ 15,417.00



Finance Report: George reported:

PM & Perpetual Care Accounts	1/1/2025	2/28/2025	Change	%Change	Morningstar
1 - PM Equity Income	\$ 82,269	\$ 86,487	\$4,218	5.1%	VEIRX 4*
2 - PM GNMA Bond Fund	\$ 21,875	\$ 22,354	\$479	2.2%	VFIIX 4*
2 - PM Intermediate Bond Fund	\$ 23,617	\$ 24,130	\$513	2.2%	VBILX 4*
6 - PC Flower STAR Fund	\$ 5,009	\$ 5,169	\$160	3.2%	VGSTX 3*
5 - Perpetual Care STAR Fund	\$ 1,518	\$ 1,566	\$48	3.2%	VGSTX 3*
3 - PM (New) Hi Div Yield Fund (#)	\$ 211,377	\$ 222,037	\$10,660	5.0%	VHYAX 4*
3 - PM (New) TIPS Bond Fund (#)	\$ 56,401	\$ 58,355	\$1,954	3.5%	VAIPX 3*
Total PM + Perpetual Care (#)	\$ 402,066	\$ 420,098	\$18,032	4.48%	
General Operating Funds	1/1/2025	2/28/2025	Change	%Change	Morningstar
4 - Gen Balanced Fund	\$ 114,093	\$ 116,093	\$2,000	1.8%	VBIAX 4*
4 - Brokerage 077 (VOO - S&P500 ETF)	\$ 61,704	\$ 60,516	(\$1,188)	-1.9%	VGT 4/VOO 4
Total Vanguard Mutual Funds (#)	\$ 175,797	\$ 176,609	\$812	0.5%	
# "1/1/25" balances include \$0 deposited during 2025.					
2024: Dow +12.88% S&P 500 +25.02% NASDAQ +24.88%					
YTD: Dow +3.05% S&P 500 +1.44% NASDAQ -0.61%					
https://www.slickcharts.com/nasdaq100/returns/ytd					

Sunshine Committee: Carol will purchase flowers for Shirley Miller's funeral.

Superintendent's Report: New mower working great. The tractor was very helpful for snow removal. It also helped in removing the berm by the shed. Busy plowing roads from snow. Gary thanked both Ray and Mark for plowing. The 61" mower needs deck leveled. Mark will take it into DT and have the oil changed also.

Grounds Report: The berm gardens will be removed by Middle Road and the tree mulching stopped. Chris Schaffer's spring cleanup is not needed this year. Driveway #3 has a big maple tree that needs a trim of a large section on top.

Website: The WordPress-based customer website continues to add features, links and photos. The same MaplewoodCemetery.org website address will take you there. The internal website, MaplewoodCemetery.org/mwadmin has been updated. All board members can access this site without a password.

Database: It continues to be updated locally and uploaded to the MaplewoodCemetery.org/mwadmin site.

Nominating:

John read the list of directors whose terms are ending, George Zornow, Hank Wallace, John Hatch, Melanie Rajaphoumy, Ray Feasel, Jr. (2– Open Positions).

- Motion to approve renewing all to another 3-year term made by Gary seconded by George and approved.
- The new officer nominations are President: John Hatch, 1st Vice – Mark Feasel, 2nd Vice – Margaret
- Superintendent – Scott Nevol, Secretary - Linda Stockmaster and Treasurer - Gary Stockmaster
- Motion to approve renewing all officers to a 2-year term made by George seconded by Elizabeth and approved.
- Rotation will be for 2 years.

Old Business:

- **MWC Bylaws:** The revised bylaws document needs to be approved.
 - Motion made by Gary to approve the Bylaws as revised on 8/18/2024.
 - Motion seconded by Scott and approved.
- We are waiting for the Town to cut down the remaining dying tree.
- The board needs to continue addressing the succession plans and officer roles and responsibilities as a follow-up to the May 11, 2024, Executive meeting. Training is available for the roles needed.
- **The Audit Committee** needs to be selected. Melanie volunteered for this committee.
- **Treasurer:** A new treasurer or vice treasurer is still an **urgent need**. All MWC business transactions are managed in this role. Training is available.
- **Someone needs to step up** to be a vice treasurer to provide continuity and access to all financial operations and accounts.
- **Secretary:** Who will step up to help as an assistant secretary?
- The **'Key-3'** directors, John, Scott and Gary, now get together periodically between quarterly board meetings to catch up on all activities and issues. The previous meeting was on January 17, 2025.
- **Finance – Taxes and audits:**
 - Employee's W2 forms were sent via Workforce in January 2025.
 - Vendor's 1099 forms were sent via email in January.
 - NYS Cemetery annual audit report was completed in January.
 - IRS 990 tax-exempt was completed in February.
 - No update on the anticipated NYS Cemetery Division audit. This may now include the years of 2017 through 2024.

New Business:

- **Rate Increases:** Our contractor rates are increasing. Our January Key-3 meeting reviewed these increases and proposed new rates and charges were approved by the board and NYS Cemetery Division.
- **Budget Planning:**
 - Road maintenance should be scheduled.
 - Crack sealing
 - Seal coating, primarily targeting main road.
 - Ray will contact Jason for cost estimates.
 - A proposed mowing change was made to reduce the costs of mowing the East and South sections to cover the cost of the road maintenance.
 - Volunteers will mow these sections and reduce those mowing costs by ~\$5,500.

- The old mower's engine is periodically not running right. Mark suggests we replace the lifters for an estimated \$750. This should be reviewed and scheduled.
- Motion made by Gary to approve up to \$8,000 for road maintenance and \$1,000 for mower maintenance.
 - Motion made by Gary and seconded by George and approved.

•**Calendar Updates:**

- Spring Cleanup: April 26th, 10 AM – 2 PM
- NYS Cemetery Basic 101 training: Saturday June 21st @ Henrietta Town Hall, 1 PM to 4 PM
- Holiday Schedule: Propose acceptance of adopting the USPS holiday schedule.
 - Motion made by Gary to the USPS holiday schedule to be our published holiday dates.
 - Motion seconded by Elizabeth and approved.

- **Grave Sales Inventory Availability:**

- **Section B:** This section has 134 unsold graves. 84 of these graves are readily accessible without potential conflicts with existing burials. More examination of the proposed lots is needed to confirm inventory suitability. Portions of the Section B may require a new survey and lot markings.
- George would like a cost estimate for the East hill.
- Motion made by Gary to approve reviewing Section B for sales inventory.
 - Motion seconded by Elizabeth and approved.

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

Next Meeting – The next meeting, 2nd Quarter meetings of **2025**, is scheduled for 7PM Wednesday **June 4th at the MWC shed. Remember to Bring Your Own Chair!**

Directors and Officers Present: Ray, Carol & Mark Feasel, Gary and Linda Stockmaster, Margaret Hayes, George Zornow, Scott Nevol, John Hatch, Melanie Rajaphoumy and Elizabeth Clarke .


 Secretary