

Key 3 Agenda: 1/17/2025

NYS Cem Basics Training: Saturday 6/21/2025 @ ToH

Spring Cleanup Day: Saturday 4/26/2025 @ MWC

- Request sent to Steve Schultz to add the meeting notice to the next ToH newsletter
- Announcements, publicity, etc.?

Finances – FY2024

- **Sales** – PM FY2024
- **MWC Expenses** – FY2024
- **Vendor Rate** increases
- **Vendor Expense** summary

MWC Pricing Review – New prices determined based on vendor increases.

- Request to be sent to NYS for review and approval. Targeted to become active 4/1/2025
- John to notify the board of the new rate proposal.
- Vendors will be notified of the rate changes once NYS approves our request.

Budget planning:

- Road Sealing: need estimates. Currently estimating \$5k-\$7k depending on scope.
- Equipment maintenance
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Expense Reductions:

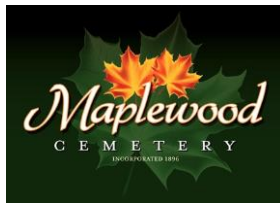
- Shafer – spring cleanup cancelled, \$1,300 - \$1,500
- East – South volunteer mowing, ~ \$5,100
- Get bids on dumpster service, ~ \$2,000
- Utilize ToH WMA whenever possible.
- Renegotiate Cardinal and TruGreen services
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Taxes:

- EFTPS and NYS-45 for Q4 2024 filed
- Vendor 1099 and IRS 1096 sent out
- Employee W-2 and IRS W-3 sent out (QBO Workforce)
- New 1099-K notice for payment providers
 - Intuit may list us on the new 1099-K lowered threshold.

Reports:

- NYS Cemetery Division Annual Report complete and submitted
- IRS 990 to be completed by end of month.



Annual Meeting:

- March 5, 2025 @ ToH
- Legal posts to be sent out. 3 consecutive weeks before meeting required.
- Meeting announcement(s) to lot owners and general public?
- Request sent to Steve Schultz to add the meeting notice to the next ToH newsletter
- Meeting content and presentation
- Nominations? John to verify progress
- Guest Speaker?

Attendees: John Hatch, Scott Nevol, Gary Stockmaster