**EVERGREEN MEMORIAL CEMETERY**

MEETING NOTICE AND AGENDA

Meeting: Board of Trustees, Evergreen Memorial Cemetery

Date 02/13/2017

Place: Evergreen Memorial Cemetery Office

 302 E. Miller St., Bloomington, IL 61701

Time: 6:00 P.M.

1. Call to order: Gene Lorch
2. Roll Call of Attendance
3. “Consent Agenda”

*(All items under the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member or Township Supervisor so requests, in which event, the item will be removed from the Consent Agenda and considered separately and prior to comments by the Township Supervisor, Cemetery Board or staff.)*

A. Approval of Minutes of the January 9, 2017 Board Meeting, Special Meeting Minutes and Executive Session Minutes of December 5, 2016 as submitted by Cemetery staff. (Recommend that the Minutes of the January 9, 2017 and Special Meeting Minutes and Executive Meeting Minutes of December 5, 2016 be approved as presented.)

B. Approval by Board on Monthly Cemetery Audit of January 2017. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their February 27, 2017 meeting.)

C. Approval of anticipated expenditures as presented for the month of February 2017. (Recommend that the Anticipated Expenditures be approved as presented.)

D. Approval of corrected total on January 9, 2017 pay request. (Recommend that the corrected total on January 9, 2017 pay request be approved.)

E. Approval of Appointment of Joe Gibson to the Cemetery Board of Trustees. (Recommended that the appointment of Mr. Gibson be approved and forwarded on to the Township Board for action and approval at their February 27, 2017 meeting.)

IV. Approval of Fiscal Year (FY) 2018 Budget. (Recommend that the FY 2018 Budget be approved as presented and forwarded on to Township Board for action and approval at their March 27, 2017 meeting.)

V. Approval to transfer $150,000 from the Business Reserve Account to the Business Checking Account on March 1, 2017. (Recommend that the transfer of $150,000 from the Business Reserve Account to Business Checking Account on March 1, 2017 be approved.)

VI. Presentation by Candace Summers and Lauren Lacy, McLean County Museum of History, to request $5,000 for 2017 Cemetery Walk sponsorship. (Recommend that the $5,000 Cemetery Walk sponsorship to the McLean County Museum of History be approved.)

VII. Update by Trustees regarding changes to Employee Evaluation Forms.

VIII. Update by Trustee Gibson regarding credit card machine contract.

IX Discussion regarding proper disposal of obsolete Cemetery property.

X. 2017 Year to Date Burials: Evergreen Memorial Cemetery 6

 East Lawn Memorial Gardens Cemetery 26

 Park Hill Cemetery 19

 Evergreen Memorial Pet Cemetery 0

XI. Comment

XII. Public Comment

XIII. Adjournment