**EVERGREEN MEMORIAL CEMETERY**

MEETING NOTICE AND AGENDA

Meeting: Board of Trustees, Evergreen Memorial Cemetery

Date 12/12/2016

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 Updates by the Township Supervisor, Cemetery Board or staff.)*

A. Approval of Minutes of the November 14th, 2016 Board Meeting, as submitted by Cemetery staff. (Recommend that the Minutes of the November 14th, 2016 Meeting be approved as presented.)

B. Approval by Board on Monthly Cemetery Audit of November 2016. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their December 26, 2016 meeting.)

C. Approval of anticipated expenditures as presented for the month of December 2016. (Recommend that the Anticipated Expenditures be approved as presented.

D. Approval of performance raises for cemetery employees at a net effect on payroll of 2%. (Recommend that the performance raises for cemetery employees at a net effect on payroll of 2% be approved as presented.)

E. Approval of one half page ad in the Pantagraph which includes 25,000 online ads at a cost of

 $1,100.00 for the holidays. (Recommend approval of one half page ad in the Pantagraph

 which includes 25,000 online ads at the cost of $1,100.00 for the holidays.)

F. Approval of proposal to change the safety award to $75 for yard workers and $50 for office

 workers. (Recommend approval of proposal to change the safety award to m$75.00 for yard

 and $50.00 for office workers.)

1. Approval of moving Gabrielle Y. Nichols from a part-time position to a full-time position to start on January 1, 2017 to provide on the job training with the intent to replace Tina Crow Cemetery Manager when she retires. (Recommend approval for moving Gabrielle Y. Nichols from a part-time position to a full-time position to start in January 1, 2017 to provide on the job training with the intent to replace Tina Crow Cemetery Manager when she retires.)
2. Deborah Senger from Timeless Presentations will be in attendance.
3. 2016 Year to Date Burials: Evergreen Memorial Cemetery 66

 East Lawn Memorial Gardens Cemetery 135

 Park Hill Cemetery 103

 Evergreen Memorial Pet Cemetery 3

1. Comments
2. Public Comment

IX. Adjournment