

MINUTES OF THE EVERGREEN MEMORIAL CEMETERY  
BOARD OF TRUSTEES

January 9, 2017

The Board of Trustees for the Evergreen Memorial Cemetery met in the Cemetery office located at 302 E. Miller St., at 6:00 p.m.

The meeting was called to order by Board President Eugene Lorch and the following were present:

Trustees: Eugene Lorch, President, Greg Fraley, Vice President and Joe Gibson, Secretary/Treasurer.

Staff/Elected Official: Tina Crow, Cemetery Manager, Deborah Skillrud, Township Supervisor and Gabrielle Nichols, Cemetery Administrative Assistant.

“Consent Agenda”

- A. Approval of Minutes of the December 12, 2016 Board Meeting, as submitted by Cemetery staff. (Recommend that the Minutes of the December 12, 2016 Meeting be approved as presented.)
- B. Approval by Board on Monthly Cemetery Audit of December 2016. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their January 23, 2017 meeting.)
- C. Approval of anticipated expenditures as presented for the month of January 2017. (Recommend that the Anticipated Expenditures be approved as presented.)

Motion by Trustee Fraley, seconded by Trustee Gibson to approve the Consent Agenda as presented.

Ayes: Trustees Lorch, Fraley and Gibson.

Nays: None.

Motion carried.

Approval granting David Nayak a ten percent, (10%), discount on the purchase of seventeen, (17), additional plots.

Motion by Trustee Fraley, seconded by Trustee Gibson to approve a ten percent, (10%), discount for the purchase of seventeen, (17), additional plots by David Nayak.

Ayes: Trustees Lorch, Fraley and Gibson.

Nays: None.

Motion carried.

Recommendation to increase the cost of ground burial plots from \$900 to \$1,000.

Motion by Trustee Gibson, seconded by Trustee Fraley to approve an increase to the cost of ground burial plots from \$900 to \$1,000 effective April 1, 2017.

Ayes: Trustees Lorch, Fraley and Gibson.

Nays: None.

Motion carried.

Discussion regarding credit card machine contract.

Trustee Gibson agreed to review said contract and bring recommendations to the February 13, 2017 Board meeting.

Discussion regarding the establishment of a veterans section in Cemetery Section 22.

Consensus reached to move forward with planning a veterans section in Cemetery Section 22.

Discussion regarding employee evaluation forms.

Consensus reached by the Board to review forms and make recommendations at their February 13, 2017 meeting.

Discussion regarding 2016 calendar year burials and 2017 year to date burials.

Deborah Skillrud, Township Supervisor, informed the Board that she had contacted the Township's outside auditor regarding an invoice for services related to Mr. Lorch's IRS 1099 issue dated from May 31, 2016 through July 17, 2016.

Ms. Skillrud informed the Board of the Township's compliance with the Local Government Travel Expense Control Act, (P.A. 99 – 604). The Township Board passed an Ordinance, (An Ordinance Establishing the Reimbursement of all Travel, Meals, and Lodging Expenses of Officers and Employees of the Town of the City of Bloomington Township), at their December 19, 2016 meeting. The next step would be the development of a Business Travel Policy for the City Township which included Evergreen Memorial Cemetery.

Finally, Ms. Skillrud reminded the Board that the Public Hearing on the City Township's Fiscal Year 2018 Budget would be held on March 27, 2017 at 6:15 p.m. The Township Board meeting would follow at 6:30 p.m. She requested Cemetery Board members attend.

Tina Crow, Cemetery Manager, presented the need to change the cut off time for burials from 3:00 p.m. to 2:00 p.m.

Gabrielle Nichols, Admin. Asst., provided the Board with a copy of the Property Cemetery Protection Act, (765 ILCS 835/). This act addressed reclamation of abandoned plots and spaces.

Public Comment: No one came forward to address the Board.

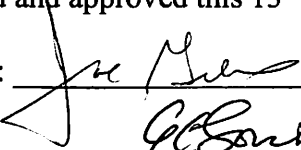


Motion by Trustee Fraley seconded by Trustee Gibson to adjourn. Time 7:25 p.m.

Motion carried, (viva voce).

Respectfully submitted,

Eugene Lorch, President  
Gregory Fraley, Vice President  
Joseph Gibson, Secretary/Treasurer

Passed and approved this 13<sup>th</sup> day of February 2017.

Attest:  Secretary/Treasurer  
 President  
 Vice President

GYN