

MINUTES OF THE EVERGREEN MEMORIAL CEMETERY  
BOARD OF TRUSTEES MEETING  
June 13, 2022

The Board of Trustees for the Evergreen Memorial Cemetery met in the Cemetery Maintenance Building located at 302 E. Miller St., at 6 P.M.

Trustee Gibson directed the Cemetery Manager to call the roll and the following members of the Board answered present:

Trustees: Joseph Gibson, President, Garrett Thalgott, Vice President and Brad Williams, Secretary/Treasurer.

Staff: Misty Porter, Cemetery Manager and Kyle Durlinger, Ground Supervisor.

“Consent Agenda:

- A. Approval of Minutes of the May 9, 2022, Board Meeting as submitted by Staff. (Recommend that the Minutes of the May 9, 2022, Meeting be approved as presented.)

Elected Official: Deb Skillrud, Township Supervisor joined the meeting at 6:03 P.M.

- B. Approval of Anticipated Expenditures as presented for the month June 2022. (Recommend that the Anticipated Expenditures be approved as presented.)

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

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott and Williams.

Nays: None.

Motion carried.

Approval by Board of Monthly Cemetery Audit for May 2022.

Motion by Trustee Thalgott, seconded by Trustee Williams to approve the Monthly Cemetery Audit for May 2022 as presented and forward on to Township Board for action and approval at their June 20, 2022, meeting.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott and Williams.

Nays: None.

Motion carried.

Approval by Board to transfer \$150,000.00 from Reserve Account (7782) to Business Checking Account (7774).

Motion by Trustee Williams, seconded by Trustee Thalgott to approve a transfer of \$150,000.00 from Reserve Account (7782) to Business Checking Account (7774).

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott and Williams.

Nays: None.

Motion carried.

Approval by Board to adopt the revised purchasing policy as necessitated by HB 4251 signed by Governor JB Pritzker on May 6, 2022, that was approved at the Township Board at their meeting on May 23, 2022.

Motion by Trustee Thalgott, seconded by Trustee Williams to adopt the revised purchasing policy.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott and Williams.

Nays: None.

Motion carried.

Discussion and approval of staffing compensation, staffing retention, and realignment of staffing responsibilities.

Discussion took place: Trustee Gibson asked how our budget looks and if it will still be okay after changes are made. Cemetery Manger said that after running some numbers the cemetery will still be within budget. Township Supervisor Deb Skillrud commented that the health insurance premiums went down as well which will open up a little bit of play in the budget as well. Trustee Thalgott said that he would not be opposed to increasing wages and adding a full-time employee so that the cemetery can retain and attract future employees.

Motion by Trustee Gibson and seconded by Trustee Williams to approve adding a full-time grounds position and a \$1.00/hour pay increase for administrative and cemetery staff effective as soon as administratively feasible.

2022 Year to Date Burials: Evergreen Memorial Cemetery - 36  
East Lawn Memorial Gardens Cemetery - 53  
Park Hill Cemetery - 39  
Evergreen Memorial Pet Cemetery - 1

Comments: Cemetery Manager, Misty Porter said that the Cogs & Corsets “Dine with the Dead” picnic went over very well and was a sold-out event. Misty also said that the airplane sculpture will be having its base replaced with a solid sturdy stump. Cemetery Manager said that there is currently a vendor working on the office building numbers (1868) being updated at the request of Eugene Lorch.

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

Motion by Trustee Thalgott, seconded by Trustee Williams to adjourn. Time: 6:40 P.M.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott and Williams.

Nays: None

Motion carried.

Respectfully submitted,

Joseph Gibson, President

Garrett Thalgott, Vice President

Brad Williams, Secretary/Treasurer

Passed and approved this 11<sup>th</sup> day of July 2022.

Attest: \_\_\_\_\_ President

\_\_\_\_\_ Vice President

\_\_\_\_\_ Secretary/Treasurer

MDP