

**City of Edmonds
Edmonds Memorial Cemetery Board
Meeting Minutes
July 16, 2015
Edmonds Memorial Cemetery & Columbarium**

Call to Order: The meeting was called to order at 2:42 pm by Jerry Janacek at the Edmonds Memorial Cemetery & Columbarium following the Walk Back In Time event.

Members Present: Dale Hoggins, Joan Longstaff, Melissa Johnson, Jerry Janacek and Peggy Irwin were present. Patrick Kelly was on an excused absence.

Staff Present: Cliff Edwards

Guest Present: John Wetzstein

Approval of Minutes: There was a motion to approve the June 18, 2015 minutes with changes.

Financial Report:

Sales and Services from June:

| | Month | YTD | Goal |
|-------------|-------|-----|------|
| Grave Sales | 1 | 10 | 40 |
| Burials | 5 | 21 | 55 |
| Niche Sales | 3 | 10 | 25 |
| Inurnments | 2 | 14 | 25 |

Chair's Report:

1. John Wetzstein is present and is interested in serving on the board.
2. The August 20 meeting will address long range planning. Melissa will email a time chart planner to Jerry.

Staff Report from Cliff Edwards:

1. Cemetery Board open position is not on City website and needs to be included. Jerry will investigate this with Carrie or Cynthia
2. Minutes need to be done sooner.
3. More pens are needed.
4. Dead tree issue: tree was removed last Thursday.
5. Fence was repaired in northwest corner.
6. Eminent domain issue by private owners needs to be addressed by City Attorney regarding the cedar fence.
7. Cook tombstone – an estimate is being prepared as to cost to the City from Quiring.
8. Need to get cost to rehighlight City tablet to include board members from Quiring also and decide how long members need to serve to be included on it.

Old Business:

1. Walk Back In Time: talk time and travel time need to be clearer. In 2016, we will pick a leader in each group to lead the group to the next site. Being in the 4th of July parade may help attendance for 2016. Melissa will send thank you cards to Katie.

New Business:

1. Cemetery Board Rules and Regulations: Renee and Rich are revising the Rules and Regulations for the August meeting. Jerry will contact Rich.
2. Columbarium railing and cedar trees need attention

Adjournment: The meeting was adjourned at 3 :41 pm

Next Meeting: August 20, 2015 at Frances Anderson Center, Room 113, 700 Main Street, Edmonds, WA 98020.