

**CITY OF EDMONDS  
EDMONDS MEMORIAL CEMETERY BOARD MINUTES  
August 16, 2012**

**CALL TO ORDER**

The meeting was called to order by Chairperson Melissa Johnson at 4:00pm at the Anderson Center.

**MEMBERS PRESENT**

Melinda Beck  
Sally Harrison  
Dale Hoggins  
Patrick Kelly  
Melissa Johnson  
Lisa Palmatier  
Bob Stevenson

**STAFF PRESENT**

Cliff Edwards

**STAFF ABSENT**

Carrie Hite(EXC.)  
Rich Lindsey(EXC.)

**APPROVAL OF MINUTES**

Minutes of July 18, 2012 were approved (Stevenson/Kelly) as amended. (Edmonds Memorial Cemetery needs to make a Business Plan, not a Marketing Plan.)

**FINANCE REPORT FOR MONTH ENDING July 31, 2012. (No Report for August 2012)**

Beginning Cash Balance-----	\$	78,388.06
Receipts-----	\$	7,524.90
Investments and Transfers-----	\$	23.66
Disbursements-----	\$	13,259.85
Ending Cash Balance-----	\$	72,784.77
Memorial Gift Fund-----	\$	2,587.44
Grand Total-----	\$	75,372.21

**STAFF REPORT---Cliff Edwards**

Sales and services for the month ending August 16, 2012

	Month	Year-to-date	Goal
Grave sales	1	21	45
Burials	3	30	55
Niche sales	3	13	25
Inurnments	1	7	25

Jake, the Summer helper, twisted his ankle and is off on State Industrial so there is no painting of The Columbarium's **handrails** during this nice weather. Lisa would like Jake to put a **high priority** on finishing the painting of the Columbarium's handrails.

Melissa asked about the number of **graves** that were **reclaimed** in July 2007. The 8 foot casket graves were the only ones that were reclaimed and there were 1176 graves.

**Rich Lindsey**

(Cliff gave Rich's report.) The ad for the **Dex phone book** for another year will be \$444. There is a problem with the purchase of the new **Walker Mower**. It cannot be purchased out of the General Fund. Since we are not part of the General Fund, the Mower's cost of \$17,336.04 and the Dex Ad's cost of \$444. must come out of our **Cemetery's 130 Fund**.

**NEW BUSINESS:**

We started to **review cemetery price lists**. Edmonds Memorial Cemetery's niches sell for \$1450. Since they are almost sold out, we will not be raising their prices. Lisa started by reporting on Auburn and Kirkland Cemeteries' prices.

**Questions** that need to be considered:

- (1) How many urns are in a niche?
- (2) What is the price of the casket liner?
- (3) Are there double depths for the caskets?
- (4) Are there Green Burials?
- (5) Is there a charge for the 2nd internment right?

Patrick, Cliff and Lisa will bring back a report on **Price Lists from other cemeteries** for the October meeting.

**OLD BUSINESS:**

Lisa asked if Carrie Hite had replied to Melissa's e-mail? As of this time, Carrie had not. Melissa is concerned about our **lack of input on the budget for 2013**, as it is hard to create a Business Plan without the needed information requested. (At the Enumclaw Cemetery, their Board meets quarterly; and they have 2 permanent members, so the city must run it.) Edmonds' City Council's Park Members are Lora Petso and Adrienne Fraley-Monillas. The City Council's Finance Members are Frank Yamamoto and Dianne Buckshnis.

**ADJOURNMENT:** Motion to adjourn made by Hoggins/Palmatier at 5:25 PM.  
Minutes submitted by Melinda Beck, Secretary.

**NEXT MEETING:** Thursday, September 20, 2012 at 4:00 PM in Room 113 at Anderson Center.