

**City of Edmonds
Edmonds Memorial Cemetery Board
Meeting Minutes
August 20, 2015
Frances Anderson Center, Room 113**

Call to Order

The meeting was called to order by Jerry Janacek at 4:04 pm

Members Present

Dale Hoggins, Melissa Johnson, Joan Longstaff, Jerry Janacek, Patrick Kelly and Peggy Irwin

Staff Present

Rich Lindsay
Cliff Edwards

Guests

Approval of Minutes

July 2015 minutes were approved after the following corrections:

- Melissa Johnson was present
- Patrick Kelly was excused
- #8 needs to be worded "rehighlighted" instead of "repaired"

Financial Report

- Beginning cash balance in Cemetery Fund 130 is \$130,700.45 and the ending cash balance is \$132,141.11.
- Beginning cash balance in Fund 137 is \$872,320.27 and the ending cash balance is \$874,770.93

Chair's Report

- Jerry, Melissa and Dale will have excused absences in September, so there will be no September meeting.
- The Cemetery Board is still accepting more applicants to fill the 7th board position.

Staff Report

- Cliff reported monthly sales.
- Rich reported that the Rules and Regulations are done and ready to be reviewed at October meeting.
- A new seasonal staff member has been hired for 2-4 months.
- On September 12, 2015, a volunteer project will be done by the LDS church and they will clean headstones.
- We still need a volunteer group to paint the rails in need of it.

Old Business

- Rules and Regulations review is done.

New Business

- Walking Tour brochure needs updating.
- Jerry suggested that we defer 10% of ongoing revenue into a Columbarium Fund as trends are showing that the majority of future income will come from Columbarium

niches. We will seek City Council approval.

- Cliff will research the Comprehensive Plan regarding the Master Plan of the Edmonds Cemetery.
- Ideas to fund benches for the 2016 anniversary of the cemetery are being investigated.
- The advertisement in the Edmonds Woodway High School football program was moved and approved.

Announcements

None

Adjournment

The meeting was adjourned at 5:20 pm

Next Meeting:

October 15, 2015