

**CITY OF EDMONDS
EDMONDS MEMORIAL CEMETERY BOARD MINUTES
MARCH 15, 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
Melissa Johnson
Patrick Kelly
Lisa Palmatier
Bob Stevenson

STAFF PRESENT

Cliff Edwards

STAFF ABSENT

Carrie Hite (Excused)
Rich Lindsey (Excused)

AUDIENCE

Steve Worthington

APPROVAL OF MINUTES

Minutes of February 16, 2012 were approved (Hoggins/Stevenson).

FINANCE REPORT FOR MONTH ENDING January 31, 2011.

Beginning Cash Balance-----	\$	84,341.72
Receipts-----	\$	6,832.80
Investments and Transfers-----	\$	8.14
Disbursements-----	\$	11,134.31
Ending Cash Balance-----	\$	79,575.35
Memorial Gift Fund-----	\$	2,569.44
Grand Total-----	\$	82,144.79

STAFF REPORT---Cliff Edwards

Sales and services for the month ending March 15, 2012

	Month	Year-to-date	Goal
Grave sales	2	6	45
Burials	4	9	55
Niche sales	2	5	25
Inurnments	2	2	25

Cliff talked about the Board getting a **large banner** to advertize the Memorial Day Event. Lisa and Bob will get quotes from Fast Signs. We would like to use it at the Sr. Center Health Fair.

Cliff still needs a **fireproof cabinet** as mentioned at the September meeting. Rich needs to get a bid from Jim Stevens through the city.

Cliff's office needs painting and the carpet that has been there since 1988 needs to be replaced. Rich should look into these matters.

NEW BUSINESS

The Senior Center **Health Fair** is April 27th. For it, Cliff suggested that we bring WBIT brochures, price lists, cards, pens, Craze catalogues, and the trifold board. We will use the Parks and Rec Banner as the tablecloth and the Cemetery Board will be a not-for-profit organization. Melissa will bring her laptop and Cliff will bring the cord. The Fair hours are from 10:00-2:00 with setup between 8:30-9:00. Cliff will attend all day. Melissa will be there from 10:00-11:00, Melinda from 11:00-12:30, Lisa from 12:30-2:00, and Bob will fill in as needed.

Cliff gave out a **price list** packet including the increased prices on receipted items from Wilbert Vault and Quiring Monument Companies.

Cliff reported on going to **WCCFA Conference** at the Embassy suites in Lynnwood on March 14th.

Sue Johnson sent what the wording on **the plaque** for Esther Sellers should be. Maybe the Mayor will present it to Esther at the **Memorial Day Event**.

Patrick gave an update on the **Memorial Day Event**. There will be a brief recognition of the Girl Scouts' 100th Anniversary. The focus will be on **Pearl Harbor** with a poem about it. One of the survivor's speech will be about the day and how he reacted. The Mayor will explain the event first and then the survivor or a boy from EWHS will give the speech. **Ervin Schmidt** is the survivor.

Melissa has a **photo sharing website** ready to go.

Lisa has the contract for the **Sound System** person.

For the **Walk Back** In Time, Lisa and Melissa suggested that we not just have the ghosts, but that the Board members keep their same sections to talk about. There will be three groups with the presentations lasting between 15-20 minutes.

Sally brought information about **Sacred Moments**, part of the Peoples' Memorial Organization, which offers low rate funerals and needs burial spaces.

Melissa showed the **Customer Surveys** that have been sent back to Sue.

There was a discussion about certain **unknown burials** in graves unmarked with inaccurate records during the 1950's and 60's.

Lisa said that the **Snohomish County Economic Development** wants materials for tourism promotion. Lisa will send fliers, walking maps, and rack cards for their kiosks.

ADJOURNMENT: Motion to adjourn made by Stevenson/Palmatier at 5:35 PM.
Minutes submitted by Melinda Beck, Secretary.

NEXT MEETING: Thursday, April 19, 2012 at 4:00 PM in Room 113 at Anderson Center.