

City of Edmonds
Edmonds Memorial Cemetery Board Minutes
March 20, 2014
Frances Anderson Center, Rm. 113

Call to Order

The meeting was called to order by Chairperson Melissa Johnson at 4:00pm

Members Present

Dales Hoggins
 Patrick Kelly
 Dwaine Weiss

Staff Present

Cliff Edwards

Members Absent

Jerry Janacek (excused)

Approval of Minutes

Minutes from November 13, 2013; January 14, 2014; February 14, 2014 approved

Finance Report for Month ending January 31, 2014

Beginning Cash Balance-----\$	74,067.73
Receipts----- \$	14,287.50
Investments and Transfers-----\$	25.37
Disbursements-----\$	10,440.29
Vouchers Payable-----\$	2614.00
Ending Cash Balance----- \$	75,326.31
Memorial Gift Fund----- \$	Information not provided
Grand Total----- \$	Information not provided

Discussion about incomplete Financial Report– We would like to see our Memorial Gift Fund reflected on the report as well as the Grand Total. Also a question arose about “vouchers payable”, the board would like to know what this is for. Melissa will follow up.

Sales Report – Cliff Edwards

Sales and Services from January 17 – February 20, 2014

	Month	Year to Date	Goal
Grave sales	0	6	40
Burials	4	11	55
Niche Sales	1	2	25
Inurnments	1	2	25

Staff Report

- Cliff Edwards attended the Washington State Cemetery Spring Conference and updated the board on the sessions he attended and ideas that he can utilize for cemetery improvements.
- The next Veteran’s Memorial Tribute Ceremony will be March 25th at 10:00
- City mapping project discussion was tabled this month and will be on April’s agenda.

- VFW post #8870 is donating a new flag to the cemetery to replace the current one which is showing signs of age, the flag will be retired at the Veteran's Memorial Tribute ceremony.

Old Business

- Voted to order a cloth for our table that would have 'Edmonds Memorial Cemetery and Columbarium' printed on it at a cost of no more than \$125.00 (Hoggins/Kelly) vote passed.
- City web site updated to include new board members

New Business

- Discussed the upcoming Senior Health Fair on April 25th; Melissa will set up our table with Cliff that morning, need a volunteer to staff the table with Cliff for the afternoon.
- Voted to attend the Mountlake Terrace High School Health Fair, a community event, for a cost of \$25.00 for a table. Dale and Melissa will staff this event to promote the cemetery. (Kelly/Weiss) voted passed.
- Discussed the Walk Back in Time event in July; it was agreed to proceed with the idea of Women in the Cemetery at this event.
- Memorial day update

Announcements

Adjournment

The meeting was adjourned at 5:30 (Hoggins/Kelly)

Next Meeting

Thursday April 17, 2014