

Minutes
Holy Spirit Parish - Joint Cemetery Committee (Zoom) Meeting
Monday, June 21, 2021 at 7:00pm

Minutes-210621

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Present: Patty Vande Voort, Business Manager

	<u>Holy Angels</u>	<u>Holy Name</u>
Sextons:	Ben Dietzen, Sexton	Sherrie Grogan, Sexton
Committee:	Mike Hopfensperger Mike Kabat, Secretary (non-voting)	

Absent: Paul Melanson

Guest Attendees: (None)

Numbers below line up with the meeting agenda numbers.

1. **Welcome & Prayer at 7:08pm**, Mike Kabat
2. **Minute Taker**, Mike Kabat
3. **Timekeeper**, Sherrie Grogan
4. **Approval of February 15, 2021 Minutes:**

Minutes Approved: Ben Dietzen / Mike Hopfensperger
Resolved: Motion carried 3/0

5. Burial Pricing Update

On February 1, 2020 we decided to keep Saturday morning burials but not Saturday afternoon burials. Recently a member insisted on a Saturday afternoon burial and we didn't have updated pricing so Mike K. proposed (attached) that we increase the Saturday burial prices according to the same % increase we did with Dave Vanden Boomen's weekday pricing. Dave increased Saturday burials before 12:30pm by \$240 over weekday rates and after 12:30pm by \$315.

Motion made to go ahead with the proposed Saturday pricing as of March, 2021.

Pricing Approved: Mike Hopfensperger / Ben Dietzen
Resolved: Motion carried 3/0

6. Columbarium Update

A. Patty V. presented the **number of niche sales** to-date. Committee didn't think we had to do more advertising to get sales.

	Niche Sold	Niche Revenue	Niche Perpetual Funds	Niche Level \$1800	Niche Level \$2100	Niche Level \$2400
Holy Angels Cemetery	6	\$ 8,775	\$ 2,925	3	3	
Holy Name Cemetery	4	\$ 6,300	\$ 2,100	1	2	1
Totals	10	\$ 15,075	\$ 5,025	4	5	1

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B. Landscaping

Patty V. said she expected to have pricing from Lowney's Landscaping Center based on their initial plan but haven't received it yet. She will email pricing to committee when available. It would be probably late summer/fall if anything is approved.

C. Darboy Memorial Bench – Bob Buchinger

Bench is in place. If it must be moved, once the landscaping plan is in place, Melody Buchinger said she was OK with moving the bench as long as it stayed on the South side of 1st Columbarium.

7. Cemetery Grounds Update

A. Equipment

> Nothing to report

B. Grounds Keeping

Sherrie G. had Schiller Tree Service review the Holy Name Cemetery and quote on what they felt needed to be done. They submitted a \$5,775 quote (attached) and priced each item separately so we could pick and choose if we wanted. Shiller does not do their own stump removal anymore but sources out to 3rd party.

After some discussion it was decided to complete the following items:

a. Remove dead trees for \$2,475.

1. Section 1

\$750. Remove dead maple by cedars toward College Ave.-- no stump

2. Section 3

\$1500. Remove 4 dead/dying maple trees - no stumps

3. Section H

\$175. Raise height on trees plus remove couple of dead maple branches

b. Section-2 giant silver maple tree (\$2,500) is healthy. Truckers (complaints) can't come down this road but they don't have too.

c. Rest of items (\$800) can be maintained by cemetery volunteers.

Motion made to go ahead with removing the dead trees (\$2,475) as listed in Step-a above.

Tree Service Approved: Mike Hopfensperger / Sherrie G.

Resolved: Motion carried 3/0

8. Terms of Service

A. Elect Mike Hopfensperger

1. Mike H. said he would think about being the "Chair".

2. Mike K., who is not a voting member at this time, agreed to stay on until 12/31/2021 as Chair and Secretary but is moving out of immediate area within a month.

Motion made for Mike K. to continue as Chair / Secretary until 12/31/2021.

Chair/Sec. Approved: Mike Hopfensperger / Ben Dietzen

Resolved: Motion carried 3/0

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- B. Other Suggestions for Committee Members?
> Discussion about possible names but nothing for sure.

C. Term ended for Tim Thomas ~ Thank you!

9. Financials:

- > Patty V. submitted financials for both cemeteries (attached) but ran out of time for discussion.

10. Other Business

A. **Columbarium Temporary Landscaping:** Darboy columbarium area looks fine but Patty V. agreed the Kimberly Columbarium would be more pleasing if the weeds were knocked down and lawn planted by Ben D. and Tim T. (volunteers) until professional landscaping can be done.

B. **Darboy Fence:** Fence is in tough shape so two quotes to replace were received, one for \$13,000 and the other for \$14,000. It was agreed to do nothing at this time because quotes are way to high and to maintain what we have. Ben D. and Mike H. volunteered to look at what needed to be fixed at this time.

C. **Lot /Niche Buy-Back Policy:** Ran out of time for discussion and motion. This policy was worked out in March between Patty V. and Mike K. because there was no fair or detailed policy for buybacks.

HSP will Buy-Back a lot/niche at 70% of original purchase price -OR- an Administration Transfer Fee of 5% of original purchase price if the following sell/transfer parameters are met.

1. Sell date of Lot/Niche must not exceed 24 months (or whatever months) from original purchase date.
2. That Lot/Niche being sold has NOT been used/modified in any manner, it's in the same state as when seller bought it.
3. Seller is not leaving the parish cemetery(s).
4. Seller is buying up to a new lot/niche (spending more).
5. If Step (1-4) are satisfied, seller pays an Administrative Transfer Fee of 5% (or whatever %) of original purchase price.

11. Next Meeting

- > Monday, October 18, 2021, at 7:00pm in person.

12. Motion made to adjourn meeting at 8:08pm

Adjourned Approved: Mike Hopfensperger / Ben Dietzen

Resolved: Motion carried 3/0

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Attachments:

- > 6/21/2021, Saturday (All) HSP Burial Pricing effective March 1, 2021.
- > 6/21/2021, Schiller Tree Service Quote.
- > 6/21/2021, May 31, 2021 Financials by Patty V.

Mike Kabat, Cemetery Committee Secretary