

CEMETERY ADVISORY BOARD
PARKS AND RECREATION CONFERENCE ROOM
MARCH 26, 2009
4:00 P.M.

The following members of the Cemetery Advisory Board were present: Ms. Deborah Saroff, Ms. Judy Atwood, Mr. Patrick Gormely, Mr. Stephen Konz, and Mr. Dennis Irvin. Mr. Eric Londeen was absent at this meeting. Also present at this meeting were Mr. Brian Williams, Assistant to the City Manager, Mr. Mike Mohler, Cemetery Sexton, and Mrs. Buffy Woodward, Administrative Assistant.

Mr. Gormely called the meeting to order.

MINUTES

It was moved by Ms. Saroff, seconded by Ms. Atwood to approve the minutes. On vote, motion carried 5-0.

OVERVIEW OF CITY'S NEW ETHICS POLICY

Mr. Brian Williams, Assistant to the City Manager, gave an overview of the City's new ethics policy as it relates to elected and appointed officials. He discussed the following five ethical principles and examples of their application by elected and appointed officials: transparency, integrity, quality, stewardship, and fairness/equity. The guidelines of acceptance of gifts, gratuities, or benefits and conflicts of interest were also covered. Discussion was held.

SEXTON'S ANNUAL REPORT

Mr. Mohler explained that revenue for Sunset Cemetery in 2008 was \$13,200; revenue for Sunrise Cemetery in 2008 was \$62,752. The number of burials in 2008 for Sunset Cemetery was 34; for Sunrise Cemetery was 72.

ELECTION OF OFFICERS

It was moved by Mr. Gormely, seconded by Ms. Saroff, that Mr. Gormely remain as Board Chair and Mr. Irvin remain as Vice-Chair. On vote, motion carried 5-0.

OLD BUSINESS

Mr. Mohler gave an update regarding the Sunrise Expansion Project. The dirt work has been completed; seed will be put down soon. The construction of roads will begin in the near future.

The meeting was adjourned. It was determined that the next meeting would be held on Thursday, June 25, at 3:00 p.m. at the Sunrise Cemetery. Mr. Mohler will give the Board a tour before the meeting.