

**Church Yard Cemetery Association
Trustee's Meeting
October 5, 2005 4 PM
Holderness Historical Society Basement Meeting Room**

Present:

Michael Barney, Kathy St. Cyr, Kathy Gowen, Peter Barnum, Burgess Youngman, Barry Borella, Barbara Currier, Fletcher Adams, Nancy Grady, Linda Folsom, George Richards, Malcolm Taylor

The meeting started promptly at 4 PM. President Michael Barney gave thanks to all for the help and co-operation he has received.

Terry Eaton is resigning because of the distance for her to travel from Concord, Vt. (two hours.)

The present trustees were named:

Mike Barney, George Richards, Barry Borella, Fletcher Adams, Nancy Grady, Linda Folsom, Burgess Youngman, Kathy St.Cyr, Barbara Currier

Articles of the Association read there will be 11 trustees. Discussion ensued on the amount of trustees necessary Barry Borella moved and Fletcher Adams seconded that the articles of the Cemetery Association be amended to read 11 trustees or more if need was felt to be necessary. Motion passed. Peter Barnum said he would accept the nomination if appointed as a trustee. Kathy Ross has stated that she would like to be on the Board of Trustees as well. Kathy Weymouth name was also suggested. It was decided that Peter Barnum and Kathy Ross would be selected for appointment as Trustees and Kathy Weymouth name would be held in reserve.

Minutes of the meeting of June 1, 2005 were passed out and corrections made. The June meeting minutes mistakenly read "no cameras in chapel". The discussion was "no candles allowed in chapel." The fee for use of the Chapel should have been \$200 to \$500. There is an organ available for Chapel use. Fletcher motioned to accept the minutes as corrected and Barry Borella seconded. Motion passed.

Kathy Gowen spoke on the fall cleanup of the cemetery and requested help from the Holderness Prep School stating how much help they had been last year. Peter Barnum from Holderness School stated he would be glad to select students and he and Kathy Gowen would determine the date and time. If Secretary Currier is made aware of the date and time, she will contact members.

There was discussion on what constituted a lot. There can be two grave lots, four grave lots and eight grave lots. There are currently three four lot graves available. The cost of four grave lots is \$1500. One thousand dollars for perpetual care and Five hundred dollars for the General Fund. The four grave lots can have a cremation urn every two feet.

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There are no traditional burials allowed on top of existing coffins. The burial depth is determined by the earth structure. It can be six feet or less. There has been no regulation found as to the required depth of graves,

Kathy Gowen suggested that new lots could be made without too much additional expense if we developed the area facing cemetery . There is a fifty foot wide strip on the left and straight back. On the right there is a triangular shape towards the gully and there is a fifteen foot wide strip in the back. The land on the right could be developed most easily. An area for cremations could also be developed rather inexpensively. The costs involved would be surveying, tree cutting, clearing and reseeding. There was a suggestion that a concrete proposal be brought back on costs, need and what cost of maintenance would be. Burgess Youngman said the issue of funding would be crucial. Barbara Currier made the motion that we put this issue on the agenda for readdressing at our spring meeting Barry Borella seconded and motion passed.

Kathy Gowen brought up the issue of the leak in the Chapel Roof. Mike Barney said he and Fletcher Adams had been working on this . They have three quotes ranging from \$5500 to \$9000. Nancy Grady made the motion to have Fletcher and Mike continue with this work at a cost not to exceed \$8000. Barry Borella seconded and the motion passed. Work to be done as soon as possible.

Painting will be discussed at the spring meeting.

The issue of security was brought up. Shall we block, how shall we block, or should we just lock gates. Should we ask PSU to periodically drive through to supplement the Holderness PD drive throughs? If this is done Holderness PD will be consulted first. This brought up the subject of keys and who has them? Mike, Linda, Nancy, Kathy Gowen. And Barry have keys. A key should be also left with Kathy St Cyr at Rands in the event there is a need for a key and no trustees are available. Linda Folsom will be in charge of wedding requests for the Chapel. Persons to hold keys will be :

Mike Barney, Kathy Gowen, Linda Folsom, Kathy StCyr Barry
Borella

During the winter the gates will be locked. The far right driveway will be blocked off and reflectors added. During the spring, summer, and fall Kathy Gowen suggested we leave the gates open as we do not have a problem at this time Fletcher Adams suggested we revisit our insurance on the subject of vandalism coverage.

Earle and Julie Jenkins created a software program which showed all plots in the cemetery, This was created on Office 2003, Fletcher

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will ask Earle Jenkins if he will continue to maintain and update the software if Kathy Gowen will keep him updated with current information.

Barry Borella brought in a sign for us to look at . This would deal with issues such as visiting hours, contact information for the Chapel use, etc . Barry Borella moved and Barbara Currier seconded to have Linda and Nancy design and approve a sign about 10 x 18 with a cost of up to \$150.00. The sign would be placed on the main gate. Omni Signs from Meredith provided us with the sample sign.

There was an interim financial report presented. Kathy Gowen Shows \$648,121. Charter Trust shows \$654,121. Income through 8/29/05 was \$34,678. Last year's income was \$28,558. Expenses are \$3000 less than last years. These years expenses \$21,895. Last years \$24,784,

Jeff Plume is no longer with Charter Trust. To clarify any possible issues, Mike Barney made public his relationship with Charter Trust of New England. Since the year 2000 Mike has worked for Meredith Village Savings Bank. Everyone appreciated Mike's candidness.

At the annual meeting , financial reports will be issued to all Trustees. Kathy will make these available at our annual meeting. The finance committee is issued a report from Charter Trust. All Trustees are invited to that meeting. Communication is the key issue for all members. The password for Charter Trust is available to all trustees but any requests for information should be channeled through Mike or Fletcher.

Kathy Gowen bonus will be based on the procedures set up last year.

Pete Barnum and Nancy Grady were excused because of prior commitments.

Fund raising will be on the agenda for the spring meeting.

Barry Borella brought up the issues of the moisture at the Chapel. Barry has been working on possible solutions for these problems. Mike Barney felt the cost of the repairs suggested was very expensive. The cost estimates on the church and the possibility of a basement were of prime concern. Barry felt that rain gutters on the Church , swales , and plastic under the Church would be inexpensive remedies. Kathy St Cyr suggested putting rain gutters on the Church at the same time the roof repair was being done. Burgess Youngman felt we had inadvertently created some of the problems and these could be addressed by ditching, relocation of lilac trees, etc. Mike, Fletcher and Burgess agreed to meet to address the situation . Approval for this committee would be funded by the prior \$8000 authorized. Barry Borella

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made a motion to increase this amount not to exceed \$12,000 Linda Folsom seconded and the motion passed.

There was an inquiry from the Justin Brooks Fisher Foundation Grant which was given to us a few years ago. They have requested a report on what the funds were used for. Kathy St Cyr said it was a three year plan for a \$5000 grant. It was suggested that Earle Jenkins be called to see what the monies were actually used for. Fletcher will discuss the issues with Earle.

There will be a fall meeting of the NH Cemetery Association to be held at the Country Cow in Campton on October 12. Barbara Currier will attend.

Barry Borella said that Mark Williams has the capability to write grant proposals. There are monies available for projects such as ours. Barry will inquire as to the cost of grant writing and if we qualify what could we expect to get.

George Richards remarked that the State of Vt is doing some unique things with cremations such as stacking one on top of the other to save space.

Fletcher Adams made the motion to adjourn, seconded by Barry Borella. Motion passed and meeting was adjourned at 6:05 PM

Respectfully Submitted,

**Barbara Currier
Secretary**