

**Beech Grove Cemetery Board of Trustees
Minutes**

August 9, 2022

Members present: Sally Jo Vasicko, Linda Barton, Zac Bow, Lesia Meer, Karen Vincent

Member absent: John Beatty, Tommy Goul

Also present: Troy Watters, Superintendent

- Sally Jo Vasicko called the meeting to order at 4:11 p.m.
- Minutes
 - Upon a motion made by Linda Barton and seconded by Zac Bow, the minutes of the July 12, 2022, meeting were approved with one change. It is noted that there are five full-time employees.
- Claims:
 - Claims were reviewed page by page and signed. Upon a motion made by Lesia Meer and seconded by Linda Barton, the claims were approved.
 - Discussion about claims:
 - Account have been set up with Delbert Dawson for metal fabrication and Dalton & Company for janitorial supplies.
 - Wearly Monuments will provide caps for the fence.
- New Business:
 - Representatives from Muncie Map Company (MMC) made a presentation about what the company can do to help preserve the historic maps and develop a database of the historic maps. For an estimated \$700 for each section of the cemetery, MMC can digitize existing maps using high resolution photography, plot map geography and add landmarks, merge the cemetery database with geometry, and make one large, printed copy of the map. Discussion about this presentation was tabled until the September board meeting.
 - Quotes for removing and replacing the pond liner were discussed. The fountain will be removed during the project, cleaned, and replaced. Because all of the quotes were for more than \$5,000, approval will be needed to go ahead with the project. Upon a motion made by Zac Bow and seconded by Linda Barton, it was decided to apply to Ball Brothers Foundation for a Rapid Grant of \$5,000.
 - Upon a motion made by Linda Barton and seconded by Lesia, approval was given to submit a grant proposal to Subaru Foundation of Indiana, Inc. for audio-visual equipment for the chapel.
- Superintendent Report
 - Troy Watters reported that:

- Repairs continue to be made on the office and chapel, including mortar repair and caulking. Blinds have been ordered for the chapel. Repairs are being made on the porte cochere.
 - The drywall in the chapel bathroom and the superintendent's office has been repaired. The walls are ready to paint. The door in the bathroom will be reoriented, making it more ADA compliant.
 - New part-time employees have been hired. All new employees have valid driver's licenses.
 - An open house is scheduled for Saturday, September 10. It will showcase progress being made in care of the cemetery.
 - The street department paid to repair the stump grinder on the condition that they can use it occasionally.
 - The street department is acquiring two trucks and will give two pickup trucks to Beech Grove.
 - Two lawns mowers are constantly in need of repair. Troy Watters will request that funds for two new mowers be appropriated.
 - Quotes are being acquired for repairs and purchases. Purchases below \$5,000 can be made on superintendent's approval. Troy Watters will put together appropriation request. American Rescue Plan funds will be used for repairs. Upon a motion by Linda Barton and seconded by Zac Bow, Troy Watters' list of appropriations was approved.
 - Repairs to the fence will be completed by Wearly Monuments in approximately three weeks.
 - Rim Run Pete, Inc. did not clean the pond properly and charged for a new pump that was not needed. By consensus, it was decided that Beech Grove should not pay for the pump but should pay the remainder of the bill.
 - There are a number of delinquent payments from 1967 to 2008. All of these properties are on hold. By consensus, it was decided that Troy Watters should talk with the city council attorney to determine what course of action should be taken regarding delinquent grave accounts.
- Other Business
 - Appropriations are due by August 29. Troy Watters was told to add 2% to salaries for 2023. Bottom line for other expenses will remain the same. Troy Watters requested a gas allowance for his personal vehicle. Upon a motion made by Zac Bow and seconded by Linda Barton, the request to fill his personal with gas at the garage once a month was approved.
 - The discussion about membership in the Indiana Cemetery Association was tabled until September.
 - The city council ordinance concerning dogs was discussed. Upon a motion made by Zac Bow and seconded by Lesia Meer, allowing dogs in the cemetery was approved. The following wording will go to city council for approval: "Any dog in the cemetery must be on a leash and accompanied by its owner."

- Upon a motion made by Lesia Meer and seconded by Karen Vincent, the meeting was adjourned at 6:13 p.m. Before adjournment, Sally Jo Vasicko thanked Linda Barton for providing each board member with a folder to be used for Beech Grove board materials.

Respectfully submitted,
Karen M. Vincent, secretary


Sally Jo Vasicko


Attest