

Beech Grove Cemetery Board of Trustees Minutes

November 15, 2022

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

Absent: John Beatty, Tommy Goul

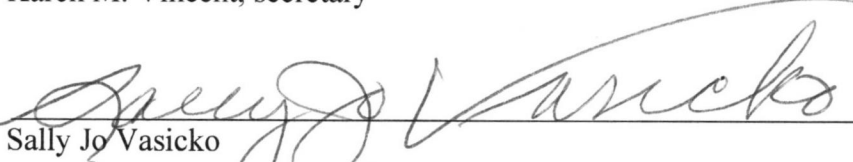
Also Present: Troy Watters, Dan Ridenour, Troy Ingram, Belinda Munson

- Sally Jo Vasicko called the meeting to order at 4:15 p.m.
- Mayor Dan Ridenour attended the meeting in order to propose a raise of \$6,240 in pay for Superintendent Troy Watters. This will bring the superintendent's annual salary to \$51,792. Mayor Ridenour noted that it was important to get on the agenda for the December meeting of City Council to discuss the adjustment, since it takes two City Council meetings for discussion and approval. Sally Jo Vasicko noted that a committee has been appointed to develop an evaluation for the superintendent, which will be presented at the December meeting. In the meantime, Troy Watters submitted a self-evaluation. Before Watters can receive the raise, he must be reappointed as superintendent. Upon a motion made by Karen Vincent and seconded by Zac Bow, it was approved to reappoint Troy Watters as superintendent. Upon a motion made by Karen Vincent and seconded by Lesia Meer, it was approved to submit an ordinance to City Council to increase Troy Watters' salary by \$6,240.
- Minutes – Upon a motion made by Lesia Meer and seconded by Zac Bow, the minutes were approved.
- Claims
 - Claims were reviewed by Zac Bow. In discussion, it was noted that:
 - Two mowers were purchased from Bendle Lawn Equipment.
 - A backhoe and grave bucket were purchased from Macallister Machinery Company
 - The charge from the Bureau of Motor Vehicles is for the title transfer for the new truck.
 - Upon a motion made by Linda Barton and seconded by Zac Bow, the claims were approved.
- Old Business
 - Signs reading “Please pick up after your dog” are completed but not yet installed.
 - Karen Vincent reported on the demonstration of the CemSites cemetery software. It was noted that there is currently a \$20,000 off promotion bringing the cost of the software down to \$74,230. Discussion about the need for computerization of records, cost, finances, preparation work to be done (digitizing maps), and staffing followed. It was suggested that grant funding might be available. The discussion about the CemSites software program was tabled until December to allow time to gather information about other software programs.

- The women of the Monday Afternoon Club were pleased with the venue and the program. Books totaling \$300 were sold, and a \$100 donation was made to the beautification fund at the Community Foundation.
- Superintendent's Report
 - Troy Watters reported that:
 - There was a great turnout for the Veteran's Day program.
 - Complete Masonry is about finished working on the building. The company will provide a quote for work on the entry arch and wing walls.
 - The fountain has been winterized.
 - It would cost about \$1,000 to add six to eight parking places by the pond. Watters was asked to mark off the spaces so that the project could be envisioned. The discussion about adding parking places by the pond was tabled until December.
 - The backhoe was delivered last week.
 - A front loader is needed for the John Deere tractor. There is money appropriated for the Kubota, but it is on backorder. Watters asked to be able to use that money for the front loader. Upon a motion made by Lesia Meer and seconded by Linda Barton, the purchase of a front loader for the John Deere tractor was approved.
 - The Petty family will repair the Walter Petty mausoleum.
 - Troy Watters also discussed potential rate increases and rental rates.
 - Watters distributed a price list with potential increases for graves, opening and closing, burials, entombments, etc. A motion was made by Linda Barton and seconded by Zac Bow, who asked what the increase in revenue would be. Troy Watters will check. The motion passed.
 - Watters also discussed potential increases for Center Township Trustee burials and noted that prices had not been raised for more than twenty years. Center Township pays 32% of normal cost. It was suggested that the rate be increased to \$1,000 for normal burial and \$500 for a cremains burial. Beech Grove will review the rates every November. Upon a motion made by Linda Barton and seconded by Karen Vincent, the suggested pricing for Center Township burials was approved. Lesia Meer abstained from voting.
 - Watters distributed a list of suggested prices for renting chapel to individuals and for-profit organizations. Prices for nonprofits will be negotiated. It was suggested that the price for renting the chapel be changed from \$275 for three hours to \$225. Upon a motion made by Lesia Meer and seconded by Linda Barton, pricing was approved.
 - Watters requested that income from headstone foundations be deposited into the cumulative building and maintenance account instead of into the foundation and misc. account. The discussion about which fund to deposit income from foundation work in was tabled until December.
 - Troy Watters presented quotes for work to be done:
 - Painting the office and chapel for \$8,000 (B & B Painting). Work can commence immediately. Upon a motion made by Karen Vincent and seconded by Leisa Meer, the quote for painting the interior of the chapel building was approved.
 - Carpet in the office and chapel for \$6,532.95 (Carpets Plus). Upon a motion made by Zac Bow and seconded by Linda Barton, the quote for replacement of carpet was approved.
 - Purchase materials at a cost of \$9,192 for the fence column. Upon a motion made by Karen Vincent and seconded by Zac Bow, the quote for the fence column was approved.

- Repair of the south wall of the maintenance building for \$3,384 (Complete Masonry). Upon a motion made by Lesia Meer and seconded by Linda Barton, the quote for the repair of the maintenance building south wall was approved.
 - Repair of the east wall of the maintenance building for \$4,740 (Complete Masonry). Upon a motion made by Karen Vincent and seconded by Zac Bow, the quote for the repair of the maintenance building east wall was approved.
 - Complete Masonry provided an estimate of \$500 for the repair of the Gibson monument. Sally Jo Vasicko will discuss the repair with Stephanie Gibson.
- Other business
 - Karen Vincent discussed the possibility of Indiana Landmarks holding a cemetery preservation workshop at Beech Grove during their annual conference in September 2023. Permission was given to pursue the opportunity.
 - Adjournment – Upon a motion by Leisa Meer and seconded by Zac Bow, the meeting adjourned at 6:30 p.m.

Respectfully submitted,
Karen M. Vincent, secretary



Sally Jo Vasicko



Attest