

JACKSONVILLE CITY CEMETERIES BOARD MINUTES MAY 19, 2023

The regular monthly meeting of the Jacksonville City Cemeteries Board was called to order at 8:35 a.m. in the Commission Room of the Jacksonville Municipal Building. The meeting was publicly announced by posting and by written notice to the local newspaper and radio stations.

ROLL CALL: Members present were: Chairman Linda Brown, Tom Newby, Gerald Scott, Vicky Scott; Deputy City Clerk Angela Salyer; Superintendent Doug Moore. Absent from the meeting was Member Pat Robson and Treasurer Mary Ferguson. Sitting in for Pat Robson, and as a member of the public, was Jim Robson. A quorum was declared.

AGENDA: Motion was made by Newby, seconded by V. Scott, to approve the May 19, 2023 Agenda as presented in advance. **By voice vote, motion carried.**

MINUTES: Motion was made by G. Scott, seconded by V. Scott, to approve the April 21, 2023 Minutes as presented in advance. **By voice vote, motion carried.**

FINANCE:

a.) Treasurer's Investment Report – April 2023:

No report due to Treasurer Ferguson's absence.

b.) Cash Receipts Report – April 2023:

Chair Brown gave a brief overview of the April Cash Receipts Report noting that the operating fund cash balance is \$169,878.96 as opposed to a balance of \$178,555.57 at this same time last year. The current Money Market Account balance is \$22,130.33. The current Year to Date revenue balance is \$267,975.86 (68.32% available) and the Year to Date expenditure balance is \$312,955.16 (73.33% available) at the end of April. It was noted that the funeral home past due balances indicated in the Cash Receipts Report have since been paid.

c.) Cash Receipts Report and Claims Approval – April 2023:

Motion was made by Newby, seconded by G. Scott, to approve Financial Statements for the month ending April 30, 2023, to approve the Cash Receipts Reports, and to pay claims when funds are available. **By voice vote, motion carried.**

SUPERINTENDENT'S REPORT: Supt. Moore reported on the following:

- ✘ The Cemetery Department recently received a 32" stand-on mower. Employees are working through the learning aspect and the Department is trying to determine the most efficient use of the mower in an attempt to limit how many times they touch an area between the mowing and the weed eating.
- ✘ Supt. Moore has been working with Rex Ginder regarding activation of i3 broadband for phone and internet at the cemeteries, but that has not happened. As such, the Department has requested a refund of the installation fee which will be returned to the Department as soon as it is processed.
- ✘ Supt. Moore has hired another summer employee and has two more coming for a total of 5 summer employees.
- ✘ The Department has been planting a lot of flowers at both cemeteries. Hanging baskets will be hung this week for a total of 18 baskets between both cemeteries.
- ✘ Supt. Moore has been in discussion with Tim Sayer about removing walkway stones at the Diamond Grove columbarium and replacing them with a concrete walkway. A total of \$10,000 has been set aside in the Capital Improvement Fund for this project. Mr. Sayer is the person who installed the concrete pad at the columbarium at East Cemetery.

PUBLIC COMMENT: No discussion.

OLD BUSINESS: No discussion.

NEW BUSINESS: No discussion.

ADJOURNMENT: Hearing no further business, a motion was made by V. Scott, seconded by G. Scott, to adjourn the meeting at 8:49 a.m. **By voice vote, motion carried.** The next regularly scheduled meeting of the Jacksonville City Cemeteries Board will be held **Friday, June 16, 2023 at 8:30 a.m.** in the Commission Room at the City of Jacksonville Municipal Building.

Respectfully submitted,

Linda M. Brown
LMB:ams

Recorded by Deputy City Clerk Angela Salyer.