

## JACKSONVILLE CITY CEMETERIES BOARD MINUTES JUNE 16, 2023

The regular monthly meeting of the Jacksonville City Cemeteries Board was called to order at 8:30 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; Treasurer May Ferguson; City Clerk Skip Bradshaw; Superintendent Doug Moore. Absent from the meeting were Members Vicky Scott and Pat Robson. Sitting in for Pat Robson was Jim Robson. A quorum was declared.

**AGENDA:** Motion was made by Newby, seconded by G. Scott, to approve the June 16, 2023 Agenda as presented in advance. **By voice vote, motion carried.**

**MINUTES:** Motion was made by G. Scott, seconded by J. Robson, to approve the May 19, 2023 Minutes as presented in advance. **By voice vote, motion carried.**

### **FINANCE:**

#### **a.) Treasurer's Investment Report – May 2023:**

Treas. Ferguson reported that the \$50,000 American Express Certificate of Deposit is set to mature August 17, 2023. Equity values continue to improve. Aggregate portfolio value is \$1,204,316.99 at the end of May, 2023. Short term interest rates are still quite strong and should continue that way for an extended period of time. The Federal Reserve Board did not increase the Federal Funds Rate in June but the expectation is that they will because inflation continues around 5%. Chair Brown suggested transferring \$20,000 from the Cemetery Trust Fund to include with the upcoming \$50,000 reinvestment. Doing so will leave a balance of \$3,304.30 in the Trust Fund. Motion was made by Newby, seconded by G. Scott, to give Treas. Ferguson the authority to transfer \$20,000 from the Cemetery Trust Fund for reinvestment. Treas. Ferguson will try to get close to \$75,000 for reinvestment. Motion was made by G. Scott, seconded by Newby, to accept the Treasurer's Report. **By voice vote, motion carried.**

#### **b.) Cash Receipts Report – May 2023:**

Chair Brown gave a brief overview of the May Cash Receipts Report noting that the operating fund cash balance is \$177,539.68 as opposed to a balance of \$179,137.30 at this same time last year. The current Money Market Account balance is \$23,304.30. The current Year to Date revenue balance is \$225,250.16 (57.42% available) and the Year to Date expenditure balance is \$278,577.62 (65.28% available) at the end of May.

#### **c.) Cash Receipts Report and Claims Approval – May 2023:**

Motion was made by G. Scott, seconded by Newby, to approve Financial Statements for the month ending May 31, 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 City Council recently authorized the use of Motor Fuel Tax revenue for road improvements for the north half of East Cemetery. Supt. Moore budgeted \$15,000 but the cost will be around \$12,000 due to the reduction in cost of materials.
- ✘ Supt. Moore received a bid of \$3,954 from Sayer Concrete to install two half circle concrete pads and sidewalks from the columbarium to the road at Diamond Grove Cemetery. The pavers currently in place pose a safety hazard. This item was approved and budgeted for in the Capital Improvement budget.
- ✘ The Cemetery Department sold another columbarium niche this week, leaving a total of 16 open spaces in the columbarium.

- ✘ The old water main that runs through Diamond Grove Cemetery recently broke. The Water Department was able to fix the issue fairly quickly.
- ✘ Due to heavy rains recently, the phones at Diamond Grove quit working. Frontier Communications was able to quickly repair them.
- ✘ The Cemetery Department recently received \$2,700 from the Mary Carson Trust Fund. Those funds were not donated for a specific use so they were deposited into the general operating account. Ms. Carson will be added to the list of financial donors to the Cemetery.
- ✘ Proceeds just over \$8,000 for fence repairs needed at Diamond Grove and adjacent to Calvary Cemetery have been received. The Department has hired a contractor to make those repairs.
- ✘ Due to the heat and lack of rain the Department has been watering the plants on a daily basis trying to keep them alive.

**PUBLIC COMMENT:** No discussion.

**OLD BUSINESS:**

There is a meeting scheduled for Wednesday, June 21, 2023 with representatives from local funeral homes regarding the formation of a Cemetery District. However, this should not have any impact on the City Cemetery Department because the City is subsidized. Supt. Moore feels that the majority of Cemetery Departments in the area would prefer to stay independent. Treas. Ferguson believes that the reason this topic arose was due to statutory compliance concerns raised by the State Inspector. Supt. Moore noted that the local funeral homes and the Cemetery Department are working together to ensure compliance. General discussion ensued.

Supt. Moore has compiled a list of items that need to be addressed during the next discussion of the Rule Book. These items will be shared at the July Board meeting.

**NEW BUSINESS:** No discussion.

**ADJOURNMENT:** Hearing no further business, a motion was made by Newby, seconded by G. Scott, to adjourn the meeting at 9:09 a.m. **By voice vote, motion carried.** The next regularly scheduled meeting of the Jacksonville City Cemeteries Board will be held **Friday, July 21, 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 City Clerk Skip Bradshaw.