

# **OAK HILL CEMETERY COMMISSION MEETING**

## **WEDNESDAY, MAY 21, 2014 - 4:00 PM**

### **CITY HALL ROOM 2A**

Chairman Clarence Reed called the meeting to order at 4:03 p.m.

**Roll Call.** Present: Bob Kordus, Coryn Commare, Arleen Krohn, Teresa Klein and Clarence Read.

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.**

The Committee had to elect new officers.

Kordus nominated Read to be Chairman seconded by Klein. Passed 5-0.

Read nominated Krohn to be Vice-Chair seconded by Kordus. Passed 5-0.

Krohn nominated Klein to be Secretary seconded by Kordus. Passed 5-0.

#### **Discuss Financials**

City Comptroller, Peg Pollitt, discussed the cemetery financials with the Committee. She stated that the perpetual care fund will be coded number 49 in the City's budget and all other cemetery funds will be coded 48. Pollitt asked if the Committee wanted a list of accounts payable monthly. She told the Committee that the cemetery had \$67,166 invested with Edward Jones. Staff was directed to invite the Edwards Jones investment counselor to come to the next meeting to review the account.

#### **Discussion of Software for the Cemetery.**

Staff presented several software programs that are available to purchase to track all aspects of operating a cemetery.

Staff was directed to set up a webinar for the Committee to view.

#### **Cemetery Tour proposed by Dana Hagenah.**

The Committee discussed a request from Dana Hagenah to host a tour of the Cemetery as a museum fund raiser. The Committee asked that Ms. Hagenah be asked to come to the next meeting to inform the Committee about the event.

The Committee discussed items that would appear on the next agenda.

#### **Adjournment**

Commare/Kordus motion to adjourn at 4:36 pm. Unanimously carried.

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/s/ Dennis Jordan, City Administrator

**THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL**