

Russellville Oakland Cemetery Commission Minutes

January 15, 2019

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, January 15, 2019, at 5:30 p.m. in the 2nd Floor Library Conference Room.

Attending: Director Stephanie Warwick, Chairman/Commissioner David Lee, Vice Chairwoman/Commissioner Mindy Hudson, Commissioner/Secretary Rebecca Howell, Commissioner Cindy Hlass, Commissioner Patricia Petray, City Council Liaison Phyllis Carruth, and City Council Liaison Justin Keller

Absent: City Finance Director Jerry McKaughan, City Attorney Trey Smith, Commissioner Cecelia Slone, Mayor Richard Harris, and visitor Sean Ingram from The Courier

Chairman Lee called the meeting to order at 5:30 p.m. and welcomed those in attendance, with a special welcome to City Council Liaisons Phyllis Carruth and Justin Keller.

Old Business:

The First Order of Business was to review and approve the minutes from the December 18, 2018, Cemetery Regular Meeting. The motion to approve the minutes was made by Commissioner Petray and seconded by Commissioner Hlass. The minutes were unanimously approved.

The Second Order of Business was a presentation of the Financial Report by Secretary Howell. The Bank OZK C.D. balance at 12/31/18 was \$145,917.91. This C.D. earned interest of \$201.73 for December and \$1,806.22 since it was opened in March 2018. After checking with Finance Director McKaughan, Director Warwick stated that this C.D. is the best we can get for what we need for our perpetual care trust account. The Genworth account value was still \$109,124.97 at 12/31/18. After the end of our meeting, Finance Director McKaughan was on hand to reprint the balance sheet showing Bank account (Russellville Fund 24) \$66,203.68.

A look at the Statement of Revenues and Expenditures for the month of December showed revenue of \$763.48 and expenditures of \$3,148.89. For the year 2018, Russellville Oakland Cemetery had an excess of revenues (\$66,578.04) over expenditures (\$51,525.05) for an income of \$15,052.99. Vice Chairwoman Hudson made a motion to accept the Financial Report as presented, Commissioner Petray seconded it, and the motion passed unanimously.

The Third Order of Business was not addressed. This had been planned as a time to open the floor to the public to address concerns/suggestions; however, there were no visitors in attendance.

New Business:

The First Order of New Business was the election of Officers of the 2019 Session of the Oakland Cemetery Board. After a brief discussion among the five potential candidates in attendance, and also the Liaisons, Chairman Lee and Vice Chairwoman Hudson agreed to switch Officer positions. City Council Liaison Keller moved to accept by acclamation the election of Mindy Hudson as Chairwoman and David Lee as Vice Chairman. Rebecca Howell accepted the position of Secretary for another year, and Liaison Keller again moved to accept by acclamation.

The Second Order of New Business was a presentation of the new Cemetery Code for Oakland and a request for discussion and approval of the same. This would replace the Ordinances with clear and concise rules and regulations of the cemetery. Director Warwick explained that amendments to the Code could be made when we wished to make changes, and also that the Code would govern us and streamline our rules and regulations. It simplifies terminology, too. Vice Chair Lee made a motion to table to the next meeting the vote to approve the new Cemetery Code, Secretary Howell seconded the motion, and all voted in favor.

The Third Order of New Business was a presentation of Goals/projects for the cemetery for the year 2019. Director Warwick asked Commission members to look at the 2019 Project List, prioritize projects, and bring this to the February meeting. She described the status of several projects.

The Fourth Order of New Business was an open floor for discussing Items not on the Agenda, and there were none.

Following a motion by Secretary Howell and second by Vice Chair Lee, Chairwoman Hudson declared the meeting adjourned at about 6:20 p.m.

