

## **Russellville Oakland Cemetery Commission Minutes** **Tuesday August 15, 2023**

The Russellville Oakland Cemetery Commission met for the regular monthly meeting on Tuesday August 15, 2023 at 5:30 p.m. in the 2<sup>nd</sup> Floor Conference Room of City Hall.

The meeting was called to order at 5:34 by Commission Chair Mindy Hudson.

**Attending in Person:** Director Stephanie Warwick, Assistant Tish French, Commission Chair Mindy Hudson, Commission Vice-Chair Mary Schwartz, Commission Secretary Jami Mullen, Commissioner Cindy Hlass, and Commissioner Walter Hudson.

**Attending via Google Meets:** City Attorney Trey Smith.

Director Warwick noted that a quorum was present.

### **Old Business:**

**The First Order of Business:** The approval of the July 18, 2023 Minutes. Motion to approve was made by Commissioner Walter Hudson. Second was by Commissioner Schwartz. Motion approved.

**The Second Order of Business:** The Financial Report, which was presented by Commissioner Schwartz as prepared by City Finance Director Robin Johnson. Due to the damage from the July storm the City is looking into emergency funds to possibly cover the costs that were incurred to the Oakland Cemetery budget. The current account balance is \$97,329.75.

**The Third Order of Business:** Director Warwick gave an update on the grounds maintenance. She has received lots of compliments on the upkeep. The current grounds keeper is doing a great job. His crew of 6-10 men did a great job with their part of the storm clean up.

**The Fourth Order of Business:** Floor was open to the public to address concerns / comments. There was no one present to address the Commission.

### **New Business:**

**The First Order of New Business:** Director Warwick led discussion for fall workshops. She would like to do three mini-workshops with two being in September and one in October. The workshops will consist of stone cleaning and stone leveling. The Commission set three dates of September 16<sup>th</sup>, September 30<sup>th</sup>, and October 14<sup>th</sup>. The time will be 9am to 1pm.

**The Second Order of New Business:** A new/old item not on the Agenda, Director Warwick has met with City workers to discuss and draw plans for the fence and gate that will line Detroit Avenue. The plan is to have a sliding gate that can be opened and kept closed as needed for the service road. Director Warwick will get three quotes for the fence / gate project.

Meeting Adjourned by Commission Chair Mindy Hudson at **6:10 pm**

Submitted: Jami Mullen, Russellville Oakland Cemetery Commission Secretary