

Russellville Oakland Cemetery Commission Minutes

November 17, 2020

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, November 17, 2020, at 5:30 p.m. in the 2nd Floor Display Room.

Attending in Person: Director Stephanie Warwick and Commissioner/Secretary Rebecca Howell

Attending via ZOOM: Chairperson/Commissioner Mindy Hudson, Commissioner Mary Schwartz, Commissioner Kenneth Startup, and Commissioner Cindy Hlass

Absent: City Finance Director Robin Johnson, City Attorney Trey Smith, City Council Liaison Justin Keller, Mayor Richard Harris, Debi Headley from the Mayor's Office, and visitor Sean Ingram from The Courier

Chairperson Hudson welcomed everyone, thanked them for their attendance, and began the November 17th Russellville Oakland Cemetery Regular Meeting at 5:33 p.m.

Old Business:

The First Order of Business was to review and approve the minutes from the October 20, 2020, Cemetery Regular Meeting. The motion to approve the minutes was made by Commissioner Schwartz and seconded by Commissioner Startup. The minutes were unanimously approved.

The Second Order of Business was a presentation of the October 2020 Financial Report by Secretary Howell and Director Warwick. Bank account balances at 10/31/2020 were Russellville Oakland Cemetery operating account \$125,479.05 and Bank OZK perpetual care trust account \$152,827.08. As shown on the Statement of Revenues and Expenditures, October revenues were \$2,306.14 and expenditures \$1,005.00.

For the period of January – October, revenues exceeded expenditures by \$60,957.09. Commission members again discussed the \$17,950.00 Memorial Addition roadway appropriation and determined that it had not been taken out of the \$60,957.09, leaving actually \$43,007.09 available to be spent. Director Warwick explained that the \$17,950.00 is the cost of an aggregate road, and an estimated \$60,000.00 is the cost of an asphalt road, which is the better choice. She is looking for an appropriation from City Council soon.

The Third Order of Business was a wrap-up of the 2020 Fall Workshop/Cleanup Day. "For the year 2020, this was successful. Thank you very much," said Director Warwick. She reported that several visitors were scattered throughout the cemetery, and that Scouts collected the American flags placed for Veterans Day. Additional signs were in place for the self-guided tours; at a cost of \$248.52 these new signs feature veterans. Commissioner Startup noted that the new signs were very impressive, and he thanked Director Warwick for her vision to us.

The Fourth Order of Business was an update on plantings along the west line of the cemetery. Four Arborvitae bushes have been planted to replace the four that died. Public Works will water them. Plantings along the west line will be revisited at future meetings.

The Fifth Order of Business was an open floor for the public to address concerns/suggestions, and there were no visitors in attendance.

New Business:

The First Order of New Business was an update about damage as a result of a medical emergency causing a vehicle to leave the roadway along Detroit Avenue. Six monuments were affected, and an insurance check for \$3,302.70 for damage, repairs, and replacements has been received, and should soon be appropriated by City Council. Chairperson Hudson asked if a fence would have protected the monuments, and Director Warwick responded that the headstones would have been somewhat protected. Director Warwick may seek a variance at a future City Planning meeting.

The Second Order of New Business was a suggestion by Chairperson Hudson in response to last month's discussion about purchasing American flags to line Drives 1 and 2. Her idea is to have flags mounted to signs at the cemetery, which makes the flags higher off the ground. This would be cost effective and economical, and Director Warwick will look into prices/sizes locally.

The Third Order of New Business was information from Director Warwick that she could send an invitation to Google Meets for a test run before December's meeting if anyone wanted one.

Chairperson Hudson thanked those in attendance and declared the meeting adjourned at about 6:00 p.m.