

Russellville Oakland Cemetery Commission Minutes

October 19, 2021

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, October 19, 2021, at 5:30 p.m. in the 2nd Floor Conference Room.

Attending in Person: Director Stephanie Warwick, Chairperson/Commissioner Mindy Hudson, Vice Chairperson/Commissioner Kenneth Startup, Commissioner/Secretary Rebecca Howell, and Commissioner Mary Schwartz

Attending via Phone: City Attorney Trey Smith

Attending via Google Meets: Commissioner Cindy Hlass

Absent: City Finance Director Robin Johnson, City Council Liaison Phyllis Carruth, Mayor Richard Harris, Debi Headley from the Mayor's Office, and visitor Sean Ingram from The Courier

Chairperson Hudson welcomed everyone to the Russellville Oakland Cemetery Commission Regular Meeting and called the meeting to order at 5:30 p.m.

Old Business:

The First Order of Business was to review and approve the minutes from the September 21, 2021, Cemetery Regular Meeting. The motion to approve the minutes was made by Vice Chair Startup and seconded by Commissioner Schwartz. The minutes were unanimously approved.

The Second Order of Business was a presentation of the September 2021 Financial Report by Commissioner Schwartz. Bank statement balances at September 30, 2021 were: Russellville Oakland Cemetery operating account \$80,143.90 and Bank OZK perpetual care trust account \$153,906.15. On the Statement of Revenues and Expenditures, Commissioner Schwartz explained various numbers in the September column, including the new monthly mowing amount of \$4,000.00. Also, the cemetery improvements account showed \$13,385.16, which was a larger amount than both she and Director Warwick expected. Commissioner Schwartz will ask Director Johnson to print a detail of the cemetery improvements account so that Commissioners can see what checks make up the \$13,385.16. Chairperson Hudson thanked Commissioner Schwartz for taking us through this report.

The Third Order of Business was continued discussion/planning for the 2021 November Workshop & Tours. Director Warwick handed out an attractive flyer for the Fall Workshop/Tours and asked Commissioners to distribute a few flyers to advertise the November 7th event. She also told Commissioners that a copy of the tour guide booklet is in PDF Format and can be emailed upon request. Three self-guided tours will be combined and will be a highlight for visitors. Other activities may include trash pickup and marking spots for the new willow oak plantings.

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

New Business:

The First Order of New Business was an open discussion to amend the name of the new addition of the cemetery. A suggestion is the name “Campbell Addition”, in honor of the cemetery’s benefactor, Mary Campbell. If approved, this item will be taken to City Council by our Liaison, Phyllis Carruth, for approval. Commissioners decided to make a decision at the November meeting, giving time to learn a little more about Mrs. Campbell.

The Second Order of New Business was a discussion concerning a Resolution to be presented to City Council for approval for rate increase in services of opening/closing of grave spaces. Commissioner Schwartz made the motion to accept the Resolution, Vice Chair Startup seconded the motion, and it passed unanimously.

Chairperson Hudson thanked all for attending and adjourned the meeting at about 6:35 p.m.