

CEMETERY BOARD MEETING SUMMARY

December 6, 2021

Meeting called to order at 4:37 p.m.

Present: Collector Dave Scriven-Young, Trustees Jim Hofman and Dave Jacqué, and Trustee Emeritus Rich Grommon.

Guest: Ben Peterson

Pledge of Allegiance.

No Public Comment.

Approval of Minutes: Sept. 27, 2021. Jacqué moved to approve as presented; Hofman seconded. Approved by voice vote.

Scriven-Young thanked trustees and helpers for their assistance during the recent busy stretch during Thanksgiving holiday period.

Old Business

Fence and monument status was discussed. Fence materials may not be delivered before February, and the monument / sign probably will not be delivered before spring, due to supply shortages. Hofman is completing a certificate for Will County due to historic designation of cemetery. A permit is also needed.

New Business

- A. Updates to the cemetery's web site were discussed.
- Suggestions included a new link for funeral etiquette and that the web page design be kept compact and easy to navigate. The annual letter will be discontinued; future updates will be web-only.
 - Scriven-Young moved to approve revisions, subject to changes suggested during meeting. Seconded by Jacqué, approved by voice vote.
- B. An information packet for customers was discussed.
- Hofman suggested adding steps for ordering headstones and a list of trusted vendors used by clients in the past.
 - The addition of strong wording to discourage ordering monuments online was suggested.

- Scriven-Young moved to approve revisions, subject to changes suggested during meeting. Seconded by Jacqu , approved by voice vote.
- C. A fee increase for cemetery services was discussed, including a discount for township residents.
- Discussion ensued. Scriven-Young stated that he will investigate Plainfield Cemetery's policy for resident discounts and check on rates at local cemeteries. He will also alert the Township Board to the potential rate increases.
 - Motion by Scriven-Young to table the increases until more research is completed. Hofman seconded, and the motion carried by a voice vote.
- D. An increase in payments for trustee and assistant services was discussed.
- Hofman explained that rates have not been raised in at least seven years, and that higher fees will also help attract new trustees in the future.
 - Scriven-Young moved to raise the rates. Hofman seconded, and the motion carried by voice vote.

Other business

- An upcoming ash burial was discussed, as was the annual cleanup, and setting up stakes to mark roads and locating the snow fence.
- Jacqu  requested that updated grave sales and burial information be send to all trustees and helpers to help keep maps updated.

Jacqu  motioned to adjourn. Seconded by Hofman, carried by voice vote. Meeting adjourned at 5:45 p.m.

Approved: President: Samuel Scriven Date: 2/16/22