

TRUCKEE CEMETERY DISTRICT REGULAR MEETING MINUTES 6/13/16

1. Call to Order: Chairman Ed Czerwinski called the meeting to order at 4:01 pm.
2. Roll Call:
 - a. Present: Trustees Eric Larusson, Sharon Arnold, Ed Czerwinski, Sarah Lupyak, Archivist Chaun Mortier, IT Consultant Greg Zirbel, Caretaker Miguel Gonzalez, Secretary Tricia Cook
 - b. Absent: Trustee Clare Aguera, Assistant Caretaker Joe Aguera
 - c. Public: John and Julie Wainscoat attended to address item 5.7
3. Public Input:
4. Consent Calendar:
 - 4.1) Minutes 5/2/16
 - 4.2) Warrant Request TR0616
 - 4.3) Czerwinski motioned to approve warrants in the amount of \$20,421.18 and the minutes with corrections; Arnold seconded, motion passed
5. Discussion Items:
 - 5.1) Secretary/Treasurer report: Tricia Cook reported no noteworthy items in May. Arnold commented Joe Murray had received price list, as pertains to discussion last month regarding questions on what was being charged for gravesites.
 - 5.2) Caretakers report: Gonzalez reported: Monthly tasks included routine maintenance, materials bins, Memorial Day preparations, fence painted, assisted with burials, straightened headstones. Arnold questioned if list of straightened headstones is available, answer was yes list has been maintained and is available.
 - 5.3) New Burials: no new burial certificates have been provided to the Board. Arnold stressed to Gonzalez that no burials should take place in Cemetery without presenting a burial certificate.
 - 5.4) Correspondence: Arnold questioned whether anyone was attending the PCA conference, the answer was no.
 - 5.5) Archivist report: see attached report. The archivist was active in the discussion of item 5.7 below, and after discussion, she accompanied the Wainscoat's to the baby cemetery section in question with the associated map and burial records. After her review of the section she returned to the meeting and reported the Wainscoats indicated to her they were satisfied with the records and maps as they pertained to the area where their child was buried, and their questions were satisfactorily answered. Mortier commented has the old cemetery computer and would like to know what should be done with it. She suggested she could set up a power point presentation for use by public at the next Memorial Day Ceremony. Discussion regarding potential purchase of fireproof filing cabinet, no action taken.
 - 5.6) IT report: Greg Zirbel reported. Written report appended.
 - 5.7) Discussion with John and Julie Wainscoat regarding 'Baby Cemetery' records request. The Wainscoats expressed concern in preserving and accessing accurate information regarding the burial of their child in particular, and also with the entire section referred to as the 'baby cemetery' or 'angel garden'. Archivist

Mortier provided records and maps and reviewed their questions with them. After the review, the couple reported they were satisfied with the information. Julie Wainscoat commented that she was available to help with any research or archival help if the Board was interested.

6. Open Items:

6.1) Website: Ed Czerwinski commented he didn't like opening picture; he would like to have a link between burial locations and the map. Map needs to be improved. Gonzalez commented he has been asked about new burials that have not been updated in his book; he was instructed to update his book immediately after burials for his reference. Arnold commented she would like to include an explanation of where the pedestrian gate is, and the secretary's name should be under the board names. Arnold commented the minutes should be added after corrections.

6.2) Interment Order Form: Forms have been received and delivered to Joe Murray. Arnold requested a copy from Greg Zirbel.

6.3) Triumph Development Plan Update: Czerwinski reported that he had attended an open house regarding the development. No new information to report. Arnold commented the zoning will need to be changed from visitor lodging to residential. Czerwinski commented he researched tax bill for property, the property was valued at \$839,000 owner listed as Peoria Sunnyside. Lupyak commented she would prefer the 2nd point of egress onto Jibboom St be gated and for emergency use only.

7. New Business:

7.1) Alternative suggestions regarding 'Angel Garden': This item was touched upon in during the discussion in item 5.7. The idea of using coping around the area was discussed. Arnold objected because it wasn't fair to other babies buried in the cemetery. Czerwinski commented the coping needed to allow space to walk in the aisles. No action taken.

8. Trustee Update: Czerwinski thanked Arnold for stepping in for Memorial Day Ceremony. Arnold commented the placement of the podium was awkward. Arnold commented the program didn't reflect the timing of the Mountain Belles performances. Arnold requested resolution number for approval of SOPP's 12/7/15. Arnold question whether Sarah Lupyak received new Trustee materials, she had not. Arnold commented Chris from Coy Dog suggested caretakers may be breaking the filials by hanging sod over the fence during burial preparations. Arnold commented that there should be a brochure in the caretaker shed on gate operations. Arnold commented after speaking to many people, 95% did not see the rules signs in the Cemetery. Arnold requested Gonzalez be vigilant to check the cemetery every morning, because she has been made aware that a person has placed ashes in the Cemetery without a burial permit. Arnold commented that the expenditure cap for caretaker and secretary is \$500, caretaker spent over \$2000 in May. Discussion followed. Gonzalez was reminded there was a \$500 monthly cap for caretaker expenditures.

9. Calendar: the next meeting will be Monday July 11, 2016 at 4pm at the Cemetery.

10. Adjournment: Larusson motioned, Arnold seconded, and the meeting was adjourned at 5:57 pm.

Respectfully Submitted,

Tricia Cook, Secretary

Edmund Czerwinski, Chairman