

# OAK HILL CEMETERY BOARD OF MANAGERS

## Members present

Chairman Jim Dennis  
Ralph Beamer  
Judy Rodden  
Al Showalter

## Also Present

Superintendent Bill Newberry  
Bret Mason, Brechnitz Group of Raymond James & Associates

## Absent

Alderman Shawn Burtle

Chairman Jim Dennis called the meeting to order on Tuesday, March 17, 2015 at 6:00 p.m. and led the Pledge of Allegiance.

## **PERPETUAL CARE INVESTMENT POLICY**

Superintendent Newberry presented and discussed the need for the Board to have an Investment Policy Statement for our Perpetual Care Fund which outlines the guidelines regarding its purpose, objectives, etc.

**Motion** was made by Board Member Showalter and seconded by Board Member Rodden to accept the Investment Policy Statement.

Motion approved 4-0.

## **PERPETUAL CARE UPDATE**

Superintendent Newberry presented the breakdown report of the Perpetual Care Fund money balances in local banks. All Perpetual Care Fund monies total \$951,629.03 as of 2/27/15.

Bret Mason provided everyone with a copy of a detailed report of our Perpetual Care Fund money investments with his company and explained it in terms of Market Overview, Investment Policy Statement, Asset Allocation, Performance, and Recommendations. His recommendations included decreasing the percentage of money invested in bonds a little, but continuing with our conservative allocation, specifically moving our account into Managed CorePlus Conservative Allocation Model.

**Motion** was made by Board Member Beamer and seconded by Board Member Showalter to accept the Brechnitz recommendation and adopt the Managed CorePlus Conservative allocation plan.

Motion approved 4-0.

## **PURCHASE NEW MOWER**

Superintendent Newberry presented a bid from Sloan Implement for a new 750 lawn tractor for the Board's review and discussion. The total purchase price of the tractor is \$9,530.56 with a trade-in amount for a 2009 740 lawn tractor of \$2,000.00; making the trade difference \$7,530.56.

**Motion** was made by Board Member Showalter and seconded by Board Member Beamer to purchase the tractor from Sloan Implement in the amount of \$7,530.56 with the money coming from the Perpetual Care Fund.

Motion approved 4-0.

## **FY 2015/2016 CEMETERY BUDGET**

Superintendent Newberry presented and explained the proposed budget for the coming year.

**Motion** was made by Board Member Rodden and seconded by Board Member Showalter to accept and refer the presented budget to the Finance Committee.

Motion approved 4-0.

**OTHER MATTERS**

- Chairman Dennis suggested that the lights shining toward the cannons be moved toward Cherokee Street a few more feet so that it will light up more area.
- Committee suggested public recognition (perhaps during Memorial Day service) to everyone who gave contribution of time, materials, expenses in the restoration of the cannons.

**Motion** to adjourn was made by Board Member Showalter and seconded by Board Member Beamer.

Motion approved 4-0.

Meeting adjourned at 7:08 p.m.

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Judy Rodden

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### Members present

Ralph Beamer  
Judy Rodden  
Al Showalter

### Also Present

Superintendent Bill Newberry

### Absent

Chairman Jim Dennis  
Alderman Shawn Burtle

Acting Chairman Al Showalter called the meeting to order on Tuesday, September 17, 2015 at 6:03 p.m.

Chairman Jim Dennis arrived at 6:05 p.m. and served in capacity of Chairman for the meeting.

### **PERPETUAL CARE INVESTMENT POLICY**

Superintendent Newberry presented and discussed a revised draft of the Investment Policy Statement for our Perpetual Care Fund which has been reviewed and approved by City Attorney Rocci Romano.

**Motion** was made by Board Member Showalter and seconded by Board Member Beaman to accept the Investment Policy Statement and refer it to the City Council.

Motion approved 4-0.

### **PURCHASE RECORD OF INTERNMENT BOOK**

Superintendent Newberry discussed the purpose of the Internment Book and informed us that the current book only has 1 ½ pages left, and it contains records from 1972 to present.

**Motion** was made by Board Member Rodden and seconded by Board Member Beamer to purchase the Internment Book from Byers Printing Company at the quoted price of \$750.

Motion approved 4-0.

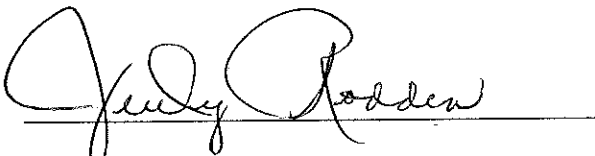
### **DEFINITION OF RESIDENT AND NON-RESIDENT REGARDING CEMETERY CHARGES**

Superintendent Newberry presented a variety of resident/non-resident scenarios and a discussion ensued on how to handle pricing of grave sales and opening and closing prices in these situations.

**Motion** to adjourn was made by Board Member Rodden and seconded by Board Member Showalter.

Motion approved 4-0.

Meeting adjourned at 6:40 p.m.

A handwritten signature in cursive script, reading "Judy Rodden", written over a horizontal line.

Judy Rodden