Present: Lester Seal, Cathy Morrison, Lee Dearing, Betty McGahey

Excused: Albert "Bill" Davis, Karen Jones

Administrative Gerry "Bootie" Comer, Charlotte Shifflett

Devotions: Charlotte Shifflett led devotions before business was addressed. Everyone joined in prayer due to the fact it was National Day of Prayer

Pledge of Allegiance: All in attendance joined each other in reciting the pledge.

Lester Seal/Chairman called the meeting to order @ 7 pm.

I. **Minutes:** Lee Dearing made a motion, seconded by Cathy Morrison to accept the minutes from October 22, 2015.
Voice Vote= 5-0
Lester Seal, Cathy Morrison, Lee Dearing, Betty McGahey
Motion Carried

II. **By-Laws**

- Bootie Comer relayed the status of the By-Laws to members.
- Nathan Miller has reviewed them and had them re-typed with some changes.
- Several council members have seen some minor changes but have not submitted to Charlotte yet.
- Some members are not happy with the changes giving the town manager control over the cemetery. The old deed states it is agreed by the Town of Elkton as follows:
  1) It will manage the above described property as a community cemetery, the management of which shall be under the control of a commission appointed by Town Council for that purpose.
  2) That funds coming into its hands shall be managed for the purpose of perpetual care and accounted for in the Town's annual audit as a separate account.
  3) The Town will have the right to be compensated for labor and materials used by it in the maintenance and care of the cemetery on the basis of the fair market value of said labor and materials. (Exhibit 1) May 5, 2016
- Mr. Dearing emphasized the Cemetery Commission used the Real Estate Fund in 2010 to purchase 10 acres of land adjacent to the cemetery. If the current price remains at $600.00 per space the land should take in 7.3 million dollars in potential revenue over the next (50) fifty years.
- When ground penetrating radar and the surveyor updated cemetery mapping last year additional spaces were marked for grave sales.

- The Perpetual Care Fund states to spend interest only. However, with current interest rates averaging less than 1% there is no available money earned to spend. Perpetual Care money has been used for upkeep.

III. **Budget:**

- Bootie Comer has reviewed the budget, and compared to past budgets; he emphasized figures have not change much from year to year.
- The salaries increased dramatically in 2015. This was due in part to several part time employees being paid a guaranteed salary of 29 hours @ $12 /hr.
- Part time workers have been hired for this season. They will swipe a time clock and be paid for hours worked. John Jenkins accepted an offer to return this year since he was not on the guaranteed salary in 2015.
- Shenandoah Turf signs a contract with management each year for (3) applied treatments at a cost of approximately $7,000.00. This year the contract calls for (1) treatment to be performed this spring, thus a big cost savings.
- Money collected from grave digging is placed in the general fund. The total fees collected are deducted from the fees charged by the town for maintenance performed. In other words it offsets the debt the cemetery fund owes the town each year.
- Council gets numbers from the Treasurer. The Payroll Department tracks man hours for mowing.
- Cremation is a choice being made more often due to financial issues. A natural cemetery also exists in the area.

IV. **Miscellaneous**

- A member expressed that the Community Center does not pay its way. Neither does the Recreation Department. Why does the Town treat the cemetery different?
- Long term members and new members feel they have worked well together throughout the years.
    - New roads have been paved.
    - A new fence has been constructed around the front entrance of the cemetery. It was funded entirely by donations. At some point the commission would like to see the fence completed.
- Bootie reiterated that the sitting council works well together. They have not had much time due to the mess they had to clean up.
- Bootie went on to note that the $2.5 million dollars taken into the town's account from land sales is to be used to fulfill obligations to run sewer to annexed properties on Mt. Pleasant Rd., Newtown Rd., and N Eastside H/Way. Rockingham County would like to see the Town comply with the agreement and run the sewer lines. These issues play a huge part in finances.

- Mr. Dearing was concerned that Nathan Miller created some of the current issues that exist between the town and the commission and is now the person reviewing the proposed draft of the By-Laws.
- Bootie continued to follow up by passing each member a draft copy of the proposed By-Laws to review and return with any corrections and/or suggestions.

V. Financial

- Lester informed the commission that he sees something wrong with the document.
- The wage issue has been discussed and has been resolved.
- The Treasurer should be able to provide a figure of funds upon request.
- See Exhibit II Attachment for questions presented to the Treasurer by Lester. The responses are in red lettering and submitted by the Town Treasurer.
- The town took in $19,000 dollars in revenue for grave digging in 2015.
- Lot sales accounted for $23,400 in 2015
- All money coming in should be deposited into one account.
- Lester Seal/Chairperson advised the members if all the money in accounts is spent the town must continue to mow.
- Mr. Seal continued by correcting a statement he made at the last meeting. At that time he believed the money would last ten years if we continued charging current fees. However, after tonight's discussion and information he received from the Treasurer's Office (3) years is going to wipe out the accounts.

VI. Vacancy

- Charlotte was asked to re-run the advertisement to fill a vacancy on the commission.

VII. Web Site Mapping & Interments

- Charlotte revised the Interment List for Elk Run Cemetery by adding a column to display the street name for each grave site.
- The group was asked to compare the current preview to the proposed list and decided they liked having the street name by the interred name.
- This action is nearly complete.
- Bootie has printed the entire list, which consists of 27 pages, and placed them in a nice notebook along with a beautiful cover sheet. These may be purchased for $20.00.

Adjournment

The meeting was adjourned. The next meeting date will be July 21, 2016 @ 6:30 pm in the Council Chambers located in the Elkton area Community Center located on Blue/Gold Dr.in Elkton, VA .

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Chairperson Secretary