Joplin Cemetery
September 9, 2024 Board Meeting Minutes

Those in attendance: Jan Spencer, Barb Collins and Kelly Schlangen.

August's Minutes and the Treasurer's Report were approved. Jan included the list of CDs, their account numbers, interest rates and their maturity dates.

Jan shared the updated list of inventory items to be given to the insurance company for coverage. She received feedback from insurance company that they only needed value of items over $500. Tony is going to get estimates.

Jan gave login information for SinglePoint to Barb to have accounts setup for Barb and myself to be able to access online banking. Invoices for payment were reviewed and approved.

Barb shared Tony's Doctor's release. Barb to verify vacation days used by Tony's when he was out for his stroke. Discussion of burial fees paid to Tony was discussed. The Board could conclude that coffin burials have burial fee split with 50% to contractor for backhoe work, 25% to Tony and 25% to Joplin. For urn burials, more research needs to be done to verify if 100% of fee goes to Tony or if 50% goes to Tony and 50% to Joplin. Further review of Board minutes and Treasury reports will be done to clear up confusion.

Budget for remaining 2024 year was discussed with only $12,700 left in checking. Funds from CDs may need to be pulled prior to year end to have enough funds to pay bills till the January revenue comes. Kelly forwarded email from Lisa Anderson, who is willing to help fill out grants for Joplin, to everyone to help see which grants Joplin might be eligible for.

There is a casket burial on September 12th. Tony leveled tree headstones. He asked if the plot inventory could wait until the off season. Jan completed half of her plot inventory assignment but had to stop due to the smokey air. We all agreed we need to figure out where the empty plots are.

Barb went to the election office. She found out that Zoe Ann's commission did not expire this year. The elections office said that cemetery commissioner positions only go up for election on odd years. Jan asked that we start looking for someone to replace her. She would like to enjoy her retirement, feels the position is taking too much time and she would like to be gone for the winter.

Kelly Schlangen

Secretary

Joplin Cemetery
~~July~~ August 12, 2024 Board Meeting Minutes
And August 19, 2024 Budget Meeting

Those in attendance: Jan Spencer, Barb Collins and Kelly Schlangen.

Jan shared the results of the July 9th Mediation for the Floyd lawsuit. Jan and attorney Scott Rose agreed to mediation terms. Had the terms not been agreed upon and the suit went to court, it would have cost Joplin an additional $20,000 in attorney fees. The terms were that Donna Floyd would receive plot 11-2 which was owned by Collette. Jopin would pay Collette $1,600 for the plot and cover her attorney fees.

July's minutes were approved. Jan read the Treasurer's Report. $60,000 was put into a CD. Jan will invest into another CD $23,000 from checking. Shawna at US Bank asked to give her another chance on our account. There was some confusion from Shawna saying one of the CD's rolled for 19 months when Jan knows we wouldn't have asked for that timeframe. Discussion of urn and casket burials and payouts to Tony were discussed. There was confusion over if half went to Joplin. Kelly would bring the salary breakdown for Tony to the next meeting to refresh how payments are made on urns and caskets.

Kelly tried to login to US Bank's Singlepoint online banking but the confirmation code went to Jan. It looks like each of the Board will need to get their own login accounts.

Kelly talked to Sarah at Ada County Clerk's office about trying to increase 2025 funding for unexpected attorney's fees but we are unable to. She said we could receive forgone taxes of $419. Kelly created a letter on Joplin letterhead that the Board will sign and send back to Sarah. Sarah also said that a budget can only be increased by 3% of the highest amount for the previous 3 years which is an increase of about $1,200 each year. Kelly shared a breakdown of the available 3% revenue increase year over year compared to 2024 current expenses, to show the available funds plus the CD balances. Joplin will have a cash shortage by 2033 but revenue won't match expenses until 2042 if expenses remain the same. This estimate did not include the Mediation costs still to be paid.

The Board decided that the extra help of Nate would be discontinued. Joplin would make due with Tony's 20 hours per week. Barb thought she had an old laptop computer Tony could use to work on the plot inventory project. Kelly thought she had an extra thumb drive large enough to hold the project work as well. The thumbdrive could also be taken to an office store to have prints made to update the inventory list posted on the side of the building. Internet wouldn't be needed for entering the data into excel. The Board also discussed the possibility of selling the ATV for additional funding as well as researching the Historical Society or Preservation Society for possible grants.

The Board called Tony and discussed the sale of the ATV. Tony would like to keep the ATV for use in burials. Tony shared he uses it to drag around the wagon. The riding lawn mower doesn't

have enough clearance in the back area. Discussion was had of leaving the burial dirt at the burial site and covering it with green carpet and not moving the dirt away and then moving it back after the burial. The same method would be used for urn burials. Previously it had been discussed for Tony to write up the burial procedures. He might not have time to do that now so having him discuss them at the next meeting might be helpful for the Board to get a better understanding as well as in decision making so as not to make the Sexton's job more complicated or harder. Also suggested to have Tony talk to Dry Creek Cemetery since he has a good rapport with them. See what they do for each of the burial scenarios with dirt, fake grass over the dirt mount or dirt removal as well as what machines and tools they are using. This might help if a new lawnmower is needed to make sure the next one fits all the needed uses.

Sexton report was read. There were two burials-Denise Hockstratter urn burial, Barbara Stearns and Wyatt Fessler. Tony called Gopher Abatement for their free service. He also contacted Chris Jakey at Idaho Power on approval for dumping of grass clippings. Atkinson's headstone was leveled on July 17th. Tony is still working on updating the inventory list for insurance coverage. There were a lot of items on the list that Joplin no longer has and a lot of items not on the list. Jan was going to retype the list since it is not very easy to read and get it to the agent. List isn't due until September. Jan was also going to check that the insurance covered the Board members for liability.

Barb updated the Task and Due Dates list. She is putting the month in the footer to be able to keep track of the most current list. Barb will give items that are due for the next month's Board meeting so they can get added to the Agenda.

Jan handed out new Office keys and additional Post Office key should be in.

Meeting was adjourned.

Kelly Schlomer

Secretary

Joplin Cemetery

2024

		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Year End Total
Revenues	Property Tax Revenue		262.96	56.24	14.84	22.20	14.59	*1,169.18*	207.13					1,747.14
Revenues	Sales Tax Revenue	28.26	188.01			186.38		21.03	287.57			*180.00*		891.25
Revenues	Cemetery Income		50.00	1,150.00	150.00	1,150.00	450.00	450.00	500.00	1,000.00				4,900.00
Revenues	Donations													0.00
Revenues	Other Operating Revenue													0.00
Revenues	Investment Income													0.00
Revenues	Other Revenue				847.72									847.72
	Total Revenue	**28.26**	**500.97**	**1,206.24**	**1,012.56**	**1,358.58**	***464.59***	***1,640.21***	***787.57***	***1,000.00***	***0.00***	***180.00***	***0.00***	**8,178.98**
Expenditures	Personnel Exp	4,430.32	3,216.73	3,482.51	2,911.81	5,191.72	*3,885.61*	*3,484.31*	*2,513.17*	*4,353.34*	*4,051.32*	*4,051.32*	*6,801.32*	
Expenditures	Supplies and Materials		208.11		12.72	583.29		*282.81*		*22.26*	*100.00*	*100.00*	*100.00*	1,409.19
Expenditures	Professional Services	60.00	250.00	95.00	245.00	1,365.00	*1,047.50*	*600.00*	*5,110.00*	*750.00*	*250.00*	*250.00*	*250.00*	10,272.50
Expenditures	Repairs and maintenance			282.81	160.25	419.82	51.2	*61.85*	*150.84*	*161.81*	*100.00*			1,388.58
Expenditures	Utilities	229.53	101.59	102.02	95.93	144.93	*69.38*	*83.86*	*120.50*	*132.42*	*150.00*	*100.00*	*100.00*	1,430.16
Expenditures	Insurance													0.00
Expenditures	Other Operating	64.97	270.62		98.09	74.51	*88.75*	*57.02*	*277.02*	*216.21*	*100.00*	*100.00*	*100.00*	1,447.19
Expenditures	Other Expenditures													0.00
Expenditures	Capital Outlay													0.00
Expenditures	Debt Service													0.00
	Total Expenditures	**4,784.82**	**4,047.05**	**3,962.34**	**3,523.80**	**7,779.27**	***5,142.44***	***4,569.85***	***8,171.53***	***5,636.04***	***4,751.32***	***4,601.32***	***7,351.32***	**64,321.10**