

# **Annual Meeting of Roland Cemetery Board**

## **Minutes**

April 10, 2021

### **I. Call to Order**

- a. Galen Stole called to order the Annual Meeting of the Roland Cemetery Board at 9:03 am on April 10, 2021 in the Fellowship Hall at Bergen Lutheran Church.

### **II. Roll Call/Introductions**

- a. Galen Stole, Clark Thompson, Kelly Popp, Deanne Popp, Jerry Christian, Gary Carpenter, David Shold
- b. One guest, Michael Oleson, was in attendance.

### **III. Approval of Minutes from Last Annual Meeting** (motion to accept)

- a. Deanne Popp presented the minutes from the April 9, 2019 Annual Meeting.
- b. The 2020 Annual Meeting was cancelled due to COVID-19 pandemic and restrictions.
- c. Gary made a motion to accept the minutes as presented.
- d. Motion: Gary Carpenter  
2<sup>nd</sup>: Jerry Christian  
Approved

### **IV. Secretary's Report** (motion to accept)

- a. Deanne reported 23 deeds since the 2019 meeting and 6 transfers.
- b. Deanne reported 18 locates were performed for 2019/2020 and 21 locates were completed since April 2020.
- c. Kelly made a motion to accept the Secretary's report as read.
- d. Motion: Kelly Popp  
2<sup>nd</sup>: David Shold  
Approved

### **V. Treasurer's Report** (motion to accept)

- a. Jerry reported that the books are getting back on track with decent profit/loss report and balance sheets. Jerry Erickson is taking care of our accounts. Jerry Christian is still doing the check writing. Jerry Erickson changed our accounts to commissions rather than salaries for reporting purposes.
- b. Our gross was down \$1,500. Our losses were down but we have some outstanding bills for removing trees that will be over \$3,500 and it looks like we'll have a loss of \$11,500. He said he doesn't know what we can do for fundraising. The church has donated and families have too, but it is still not enough. Halls raised their rate in 2020.
- c. Jerry mentioned that he thinks Lucas has done a good job with the maintenance but it wouldn't hurt to have a board member oversee dirt work and seeding. After the Derecho last year Lucas and his dad did a good job cleaning up. Jerry has had folks ask about maintenance at the cemetery after burials. He also had a lady ask him if the cemetery has a lot of plastic flowers. She was interested in the possibility of removing the plastic flowers for us in support of a non-profit that uses them to make things for fund raising.
- d. Jerry reported that mowing costs stayed pretty much the same. This will be Lucas' 3<sup>rd</sup> year. Galen suggested raising the payment for the maintenance services. Jerry mentioned the need to address seeding with them. Galen had talked to Halls about piling dirt in mound on grave after burials and then Lucas to work it down and seed it. Jerry suggested putting emphasis on reseeding. Jerry has been working hard to repair some areas.
- e. Jerry indicated that the insurance is coming due and wanted to know if any changes are needed. Galen said to keep local until the costs get too high.
- f. Jerry mentioned related to income and expenses is that the annual letter last year was nice and lots of people sent in donations. Some indicated that they were worried about the cemetery upkeep. We have had more expense this year with cleanup.
- g. Gary asked if Tony Greene is still spraying at cemetery. Galen indicated that Tony is still doing this for us. Kelly mentioned that Tony is reducing his area of business and has offered those areas to Bo's service. Kelly mentioned that if Tony does quit service at the cemetery that the cost for service by Bo's is up to 3x higher. Galen asked if Lucas could do this for us. Lucas did spot spray on some trouble spots. Jerry also sprayed some thistles. Jerry indicated that Bo does a great job and areas he is working on have improved greatly.
- h. Deanne made a motion to accept the Treasurer's Report.
- i. Motion: Deanne Popp  
2<sup>nd</sup>: David Shold  
Approved

## **VI. Old Business**

- a. Galen reported that he did not talk to Field Foods about removing trees, but he would gladly help in taking down trees if needed.
- b. The removal of the Ash trees is complete and the stumps have been removed.
- c. Deanne mentioned that she had someone express interest in donating to replace a tree. She will let the person know they can donate \$175 for a new hardwood tree. We will get David Beck to replace.

## **VII. New Business**

- a. Jerry reported that the Pops donated a storm door and it has not yet been installed. Galen asked Jeff Twedt to install but he hasn't gotten to it due to his workload. Galen will speak to him again.
- b. Kelly reported that the lock on the exterior door is getting bad without the storm door. The numbers are fading off. Kelly will look into getting a replacement pad for the lock.
- c. Galen informed the group that he is stepping down from the board after 22 years. Galen introduced Michael Oleson, Jr. Michael who interested in replacing Galen on the board. Galen indicated he would still be willing to help with special projects at the cemetery. He has enjoyed his time on the board. We've done some really good projects during his time on the board including the building, the road, the addition, and replacement of trees.
- d. The board thanked Galen for his many years of service and leadership. Galen then left the meeting.

## **VIII. Election of Officers** (motion to accept)

- a. The election of officers was discussed. Since Galen left the board the President position is now open.
- b. Jerry nominated Clark to serve as president. Clark indicated his concern for being able to attend to daily business since he will often times be out of the area.
- c. Kelly nominated Michael Oleson to serve as president.
- d. The election of officers was conducted. The results are as follows:
  - i. President – Michael Oleson
  - ii. Vice-President – Clark Thompson
  - iii. Secretary – Deanne Popp
  - iv. Treasurer – Jerry Christian
  - v. Historian – Deanne Popp
  - vi. Web/Data Developer – Kelly Popp
- e. Jerry made a motion to accept the election of officers.  
Motion: Jerry Christian  
2<sup>nd</sup>: Gary Carpenter  
Approved

## **IX. Open Discussion**

- a. Kelly mentioned that we need to get the post office box from Galen. A discussion about who should have the key was held. Michael indicated that he would be willing to get the mail. Deanne mentioned that she could get the mail since a great deal of the mail is related to sales and deed recording. She would distribute the remaining mail to Michael or Jerry as needed.
- b. Jerry mentioned that we will need to get the signature card changed at the bank to take Galen off and add Michael. Deanne will provide the necessary documentation for the transaction including the minutes and a letter if needed.
- c. Deanne asked about changing the names on the deed from President and Secretary to President and Board member/Witness so that she can perform the notary. This is not a requirement in the bylaws so the members agreed to changing to President and Board member or witness. Deanne will verify that there is not some other regulation that requires specific members of a board or corporation to sign the documents.
- d. Michael asked if Lucas is planning to continue to do lawn care after graduation. Kelly will talk to Lucas about his intent. If Lucas isn't available to get to the cemetery improvements prior to Memorial Day Clark can be available to rent sod cutter, help cut and move sod.
- e. Jerry will get ahold of well company to look after the pump that was hit again.
- f. The wages for officers was discussed. The fee for locating was discussed.
- g. Jerry made a motion to raise the wages for the secretary to \$2000 and the remaining paid positions at the same.
- h. Motion: Jerry Christian  
2<sup>nd</sup>: Gary Carpenter  
Approved
- i. Michael asked what we would like to see from him in terms of leadership. Jerry mentioned helping on the newsletter that is sent annually. Holding meetings when they are necessary. Interaction with people as a liaison for the cemetery. Helping field questions about bylaws and rules. Annual cleanup is important prior to Memorial Day.
- j. Gary indicated that this will be his last year on the board.

- k. Jerry mentioned that he will get in touch with Michael when the CD we have comes due. Clark has the information on the CDs and knows when they're due.

**X. Adjourn**

- a. Jerry made a motion to adjourn the meeting.
- b. Motion: Jerry Christian  
2<sup>nd</sup>: Gary Carpenter  
Approved
- c. Michael adjourned the meeting at 10:26 am.

Minutes submitted by: Deanne Popp, Secretary

Minutes approved by: Michael Oleson, President