

Hillgrove Union Cemetery Board Meeting

January 18, 2024

8:00 a.m.

Board Meeting Minutes

Chairperson McCabe called the meeting to order. The following Board members were present: Don Culp, Eric Flasher and Mike McCabe. The following staff members were present: Jennifer Johns, Ryan Davis, Kevin McKinney, Aaron Stonecash, John Schweickart, Rex Gore and Wade Collins.

Mayor Collins administered the oath of office to Eric Flasher prior to the meeting.

The minutes of December 21, 2023, were presented for approval. Mr. McCabe moved to approve the minutes as written. Mr. Culp seconded. Motion carried.

Mr. Collins provided the Sexton's December report.

- Interment sales were \$3,750
- Cremation interments sales were \$800
- Cremation vault sales were \$300
- Lot sales were \$2,025
- Safety meeting topic was on accident prevention
- Two lawn companies submitted bids for the new mowing season. Staff hasn't had the opportunity to review them in full. L3 Lawn and Landscaping submitted a bid of \$63,161.35. Lawn Impression submitted a bid of \$75,000. Mr. Schweickart suggested that both the Township and City staff meet to discuss these bids and the options of hiring seasonal help versus hiring a private contractor. Staff will bring their recommendations back to the Board in February.

Mr. McKinney provided a staff report.

- Staff has completed the office renovation project. The sink in the kitchen still needs to be repaired.

Mr. Davis provided a staff report.

- Mr. Davis stated that the next level of the expansion planning process will be discussed at the February meeting.
- The Historical Society expressed an interest in providing tours of the cemetery. Founding members of the community are buried here. This partnership could be a good marketing tool for the cemetery.

Ms. Johns provided the December financial report.

- 2023 operating revenues decreased by 14% over 2022 due mainly to a decline in the number of burials. Lot sales were also down but columbarium sales offset the decline with niche sales increasing 65% over 2022. Interest earnings were higher than last year due to investments in the Star Ohio program.
- 2023 expenses were up 10% due mainly to an increase in capital investments including the office remodel, paving and purchase of security cameras.
- December revenue saw an increase due to wreath sales of \$2,600. Expenditures were up due to the wreath purchases and flooring for the office.

- Both entities have contributed \$65,000. \$50,000 of those funds have been invested with Star Ohio
- The annual report will be available for the next meeting
- Staff noticed an issue with the checking account at Farmers & Merchants Bank. They notified the bank, and the issue has been resolved.

A motion was made by Mr. Culp, seconded by Mr. McCabe, to accept the financial report as prepared for December. Motion carried.

The next meeting is scheduled for February 15 at 8:00 a.m.

There being no further business to come before the Board, Mr. McCabe declared the meeting adjourned.

Respectfully submitted,



Kim Combs
Secretary