

Fairfield Cemetery Association – Annual Meeting Minutes

October 10, 2020; Zoom Meeting; 10 am

Read, corrected, and approved, by a committee of: Guy Williams, Cindy Williams, and Kerry Schanzenbach

1. Welcome:

President Guy Williams welcomed those in attendance to the Fairfield Cemetery Association's 2020 Annual Meeting at 10:05 am via zoom. In addition to the President, those in attendance included: Cindy Williams, Vice President; Traci Larrison, Treasure; Kerry Schanzenbach, Sexton, and Cheryl Fischer; Secretary.

2. Approval of Minutes:

The minutes from the Annual Meeting, held on October 16, 2019 had previously been read, approved, and corrected electronically by a committee of Cindy Williams, Corlee Johnson, and John Johnson following the meeting when the proceedings were current in everyone's mind. Copies of the minutes were distributed electronically prior to the meeting for review.

Old Business

3. Memorial Day weekend Observance, 2020:

Due to the pandemic, the board did not announce a time for Association Members to gather to decorate the Cemetery and conduct grave cleaning in the newsletter as we have done in the past. Instead, Cindy and Guy Williams put out the flags and flowers on the graves of the Veterans and Kerry Schanzenbach put out the laminated list of Veterans by the flagpole and raised the flag. We received many comments on how nice the Cemetery looked over Memorial Day. The Cemetery Board expressed appreciation for their efforts and also thanked Guy and Cindy for their donation of some new flags for the Veterans gravesites.

4. Report on Grounds Contracts for 2020: In her 2020 Cemetery budget, Traci Larrison indicated that the Town Council had awarded a grounds contract for \$2,000. plus, the 8.1% service tax for a total of \$2,162. granted to John Thomas of JET Construction. This year the Town Council decided to return to a "flat fee" agreement that was not based on the number of times the Cemetery was mowed nor did their contract included the fees per type of mow because John has successfully mowed the Cemetery for the past several years. Those in attendance at the Cemetery Board meeting agreed that the Cemetery has looked very well maintained the past few years and expressed satisfaction with his work. Several members shared that they had received positive comments and expressions of appreciation from Association and community Members on how nice the Cemetery looked when they visited or held or attended a service there this year. Due to budget constraints, the board agreed to continue to cap the mowing expenses at \$2,000 per year.

NEW BUSINESS

5. Treasurers Report: Final Budget 2020 and Proposed budget for 2021

Copies of the final Cemetery budget for 2020 and the proposed Cemetery budget for 2021 had been distributed electronically to Board members prior to the meeting. The budgets were prepared by Traci Larrison, Treasurer with input from Cheryl Loeffler and Cheryl Fischer. It was reported that the balance at the end of 2020 in the CD the Fairfield Cemetery has at the First Interstate Bank in Fairfield totaled \$45,834.59 and the Fairfield Cemetery's Endowed Fund at the Innovia Foundation totaled \$75,404.20 at the end of 2020. The Innovia Fund earned an interest payment of \$2,677.63. Interest is 4% and calculated on a rolling 13 quarter average interest of the fund paid annually. After the funds in the CD at the bank in Fairfield are expended for maintenance this interest payment will be the only funds available annually for Cemetery maintenance into perpetuity. Because we are spending down the CD in Fairfield for maintenance, this year's interest at Innovia was reinvested in the corpus. The budget for 2020 was reviewed. The withdrawal of \$1398 from the CD for 2020 has not yet been made. Since the only major expense was mowing, the total expenditure for 2020 was \$2,262. In 2021, the major expenses in the proposed budget reflects the desire to move forward with grading and graveling of the roads at the upper

section of the Cemetery (\$2,000), trimming ½ of the trees (\$2,000) and mowing (\$2,162.00). After discussion, Cindy moved to approve the final 2020 budget and proposed 2021 budget, Cheryl seconded the motion, and it was carried.

6. Grounds Maintenance Report and Proposed Projects

Ed Huber had asked Cheryl to give his report as he suspected it was likely he would have to work. He reported that he had checked the gravel on the Cemetery Roads and, like Guy, did not believe the entire road needed to be graded and graveled – just the upper part. He felt if several board members got together, we could do it a lot cheaper than hiring someone. Kerry suggested that before we re-gravel we resurvey the circle as it is “off” and covering some gravesites. Guy offered to help chair the resurveying, grading, and graveling project with Kerry and they will work with Ed to secure local labor where possible and get the job done next spring when the roadbed is soft as inexpensively as possible. Cindy made a motion to allow them to spend an additional \$500 beyond the \$2,000 if needed to get the job done. It was seconded by Kerry and passed. Ed had arranged to have the Cemetery fertilized by plane again this year in the spring. Kerry mentioned we did have some limbs down this year. Although all the trees were trimmed in 2018 by Out on a Limb Tree service, Cheryl will ask Sam to check to see if ½ the trees need to be trimmed again this winter and will let Guy, Ed, and Kerry know what he suggested. As part of the Town of Fairfield Arbor Day Celebration two maple trees were planted at the Cemetery where two trees had died. Maples were selected because it would be consistent with the current variety and because they have done well without watering – for 125 years!!

7. Sexton Report (# burials and lots sold in 2020)

Copies of the Sexton report had been distributed electronically prior to the meeting. Kerry shared that there had been three burials, one of who was a veteran and that 10 lots were sold during the year, which was the most lots we have sold in the past 10 years! Kerry will check to see if the Sills only purchased one lot. Cindy indicated the lot # on her Mother’s information should be #130. Cindy made a motion the Sexton report be approved as corrected, seconded by Cheryl. The motion was passed.

The Sexton Interment report was as follows:

List of those Interred at Fairfield Cemetery 2010 through 10/2020

2010

Tiffani Lewis, (1992) 9- 20-2010, Lot 19 site 23 * (lot sold with funeral home payment)
Levi Garratt Larrison, (1992) Sept 18, 2010, Lot 19 site 23
1 Lot sold to Ed and Jennifer Huber for B. J. Schindler, Lot 4 site 4.
1 Lot sold to MayLynn Curtis for Tiffani Lewis and Levi Larrison, Lot 19 site 23

2011

Derald Denny Bozarth, (1930), Feb. 11, 2011, Lot 83 site 14 – Veteran
Carolyn Catherine Welk, (1939) April 7, 2011, Lot 112 site 10
Brant Ames Thieren, (1974) August 4, 2010, Lot 3 site 6 – Veteran
Marc Richard Roecks, (1953) Nov. 14, 2011, Lot 68 site 7
1 Lot sold to Thieren Family for Brant Thieren, Lot 3 site 6

2012

Claire “Marty” Boleck, (6-21-1942) Jan. 13, 2012, Lot 2 site 3
George Boleck, (1940) March 2000, (Interred 2012) Lot 2 site 4 - Veteran
Frances Lorraine Montange, (1923) 2012, Lot 40 site 1
Jackie Huber Fuller, (1945) 1994 (interred 2012), Lot 2 site 9.
1 Lots sold to Al Fuller for Jackie Huber Fuller, Lot 2 site 9.

2013

Alfred Weyen, (4-8-23) December 25, 1923, Lot 43, site 3 - Veteran
Barbara Browning (1929) 2013 Lot 40 site 22 (Memorial)
Dorothy Ostheller, (1925) 2013, Lot 109 site 15
Lester Gerhauser, (1924) 2012 (interred 2013), Lot 130, site 16 - Veteran
8 gravesites sold to Joseph Ostheller, Lot 110 sites 17-24

2014

Carol Ann Ostheller, (1942) 2014 Lot 108 site 4
Gerald Holt (1930) 2014 Lot 69 site 12 (Memorial) Veteran
0 Lots sold

2015

Roger Moore (1937) April, 2015, Lot 83, site 8
Mario Rosetti, (1940) 2015, Lot 19, site 15 - Veteran
Bonnie Roecks Duncan (9-21-1940) July, 2015, Lot 107 site 9
1 lot sold to Deborah Hipple, Lot 56, site 1, for herself

2016

Barbara White Davis (6-28-1938) August 8 2016, Lot 40 site 18
0 Lots sold

2017

Gary Ostheller (2-7-1937) December 18, 2016, Lot 108, site 2 – Veteran
Alan Roecks (2-15-47) July 6, 2017, Lot 68, site 8
0 Lots Sold

2018

James Stuart Waugh (4-29-1929) January 17, 2018, Lot 85, site 7/15
Charles Brewster (4-1-1991) April 5, 2018, Lot 43, Site 9
0 Lots sold

2019

Emmy Gerhauser (6-30-1931) June 5, 2019, Lot 130, site 16
David Lasz (6-24-1949) January 27, 1917, Site 2 (Memorial)
0 Lots sold

2020

Lanny Weyen (9-12-1952), Nov. 24, 2019, Lot 43, site 4A - Veteran
Ruth Sills (4-14-1940), Feb. 25, 2020, Lot 4, Site 6
John Edward Timpany (12-29-69), Sept. 5, 2020 Lot 62 Site 8
10 Lots purchased: Roecks 9: Lot 69 Sites 6-8; 14-16 and 22-24: and Sills, 1 Lot for Ruth Sills.

8. Review of Cemetery Rules and Regulations: After discussion, it was suggested we table this item and assign a committee to edit, update, and revise all of the rules and regulations as one of our goals for 2020 -2025.

9. Selection of Cemetery Goals for 2020-2025

After discussion, the following list of goals were proposed to be accomplished in the next five years:

Goal A: Increase Involvement with the Town of Fairfield

With the Mayor, a date will be selected once a year for one of the Cemetery Board members to make a presentation to the Town Council on the status of the Cemetery. In addition, the Cemetery Board will try to support Town events, projects, and businesses so we are viewed as part of the town. *Goal Coordinator: Guy Williams*

Goal B: Increase lot owners participation

Toward a goal of getting more lot owners actively and financially involved in the operation and maintenance of the cemetery, a committee will conduct on-line research to identify and locate immediate family members and heirs of at least five of those on the "abandoned lots" list and contact them to determine their interest in their lots and becoming an active member of the Fairfield Cemetery Association or, if not, donating the lots back to the Association. *Goal Coordinator: Cheryl Fischer*

Goal C: Observe 125th Anniversary of the Opening of the Fairfield Cemetery

The Board will make diverse effort to make the Mayor, Town council, residence, and Association members aware of and involved in the observance of the 125th Anniversary of the opening of the Fairfield Cemetery to be held

from April – Memorial Day Weekend 2021. Traci will meet with the Mayor and Clerk/Treasurer to brainstorm ideas of ways we might notify the town (articles in the town newsletter, notices on the town electronic billboard, banners/posters placed around town, etc.), Cheryl offered to bring banners to place at the Cemetery (and make them for the town if they want them and let her know how many and what size), Kerry will research the names of the first pioneers interred at the Cemetery and Cheryl will include that and other information in the newsletter next spring and perhaps even on a poster at the Cemetery on Memorial Day. *Co- Coordinator: Cheryl Fischer and Traci Larrison*

Goal D: Update Cemetery Rules

The Cemetery Rules, last updated in 2016 will be reviewed, edited, and updated. *Co-Coordiators: Cindy Williams, Kerry Schanzenbach, and Cheryl Fischer*

Goal E: Cemetery Maintenance

The Cemetery Roads will be surveyed, and the circle re-aligned with the Cemetery map before the road is repaired. The road will be graded and graveled as needed. All trees will be trimmed and dead trees, if any, will be removed. *Co-Coordiators: Kerry Schanzenbach, Ed Huber, and Guy Williams*

Goal F: Update Cemetery Information on Town Website

Working with Town Clerk/Treasurer, Cheryl Loeffler, update the Cemetery information on the Town of Fairfield website under their existing categories: Historical Overview, Activities and Events, Veterans Interred, Rules and Regulations (after they have been updated), making a donation, and Cemetery Board Meetings. Updating will be expedited by using updated information provided by the Cemetery Secretary. *Coordinator: Traci Larrison*

10. Other Items: There were no other items.

11. Selection of Dates: 2021 Annual Meeting and Memorial Cleanup and flowers/flag placement

After discussion, Cindy moved that the 2021 Annual Meeting be held on Wed. evening, Oct. 27, beginning at 7:00 pm on zoom. Guy Williams schedule the zoom meeting and send out the link to all those who wish to attend. Cheryl will distribute handouts electronically prior to the meeting. Traci seconded the motion, and it was approved. Kerry moved that the dates for Cemetery cleanup, grave cleaning, and flag and flower placement by Veterans graves will be the Friday of Memorial Day weekend, May 29, 2021 starting at 9:30am. It was seconded by Traci and approved. It was suggested we plan on inviting all who participate to have lunch at the new Country Store in Fairfield following clean-up.

12. Election of Officers: Cemetery Board of Directors, 2021

Cheryl Fischer nominated the slate of officers that served in 2020. The motion was seconded by Cindy. The motion was approved. The officers for 2021 will be:

Guy Williams, President
Cindy Williams, Vice President
Kerry Schanzenbach, Sexton
Traci Larrison, Treasurer
Ed Huber, Cemetery Maintenance
Cheryl Fischer, Secretary

The meeting was adjourned at 11:20 am.