

St. John the Baptist Church Cemetery Committee Meeting of November 12, 2019

Members present: Delaune, Gene; Flor, Ron; Harris, Judy

Also present: Mark Dittman, Parish Administrator; and guest, Arnie Bona, prospective member

Members absent: Hammer, Mark; Sitarz, Bob

Also absent: Jeff Bauer, Cemetery Caretaker

Mark Dittman led the opening prayer.

The August 7, meeting minutes were reviewed. No changes or additions were proposed.

The Committee discussed landscaping around the infant monument. On November 1, Gene Delaune, Renee Hosch and Jeff Bauer met with Matt Johnson, General Manager of Albrecht landscaping, in Roseville. Albrecht installed all of the columbaria area plantings. Albrecht will develop a potential, multi-phase landscape and irrigation plan. This will provide the committee with information as to if and how to pursue such landscaping.

Mark Dittman presented the cemetery's first quarter (thru September 30) financial statements – Revenue and Expenses, and Balance Sheet. The review of financial statements included discussion of the method of accounting for Columbaria Sales. The columbaria project funds were sourced from the cemetery's Reserve fund. The committee discussed having the Sales (all or part) credited to the Reserve fund, rather than to Cemetery operations. Also, discussed was ongoing reporting of Columbaria Sales (quantity and dollars.)

Mark Dittman presented a planned, Sunday Bulletin promotion of the columbaria area. Potentially, the columbaria area will be promoted twice a year ... coincident with May / Memorial Day and October / All Souls Day

The committee discussed the planned service for communal commitment of cremated remains and the numerous aspects of this project. In April, organization of the project will begin – with an event target date of July. Mark Dittman informed the committee of the cremated remains facility's location.

Mark Dittman presented a proposal to expand the cemetery's drive lane at its north apex and to repair the overall lane's surface cracks. In that this is a temporary solution, the committee requested a proposal for replacement of the overall lane.

Mark Dittman presented a proposal to replace the cemetery's entry sign. Judy Harris will lead the process to decide upon the content of a new sign.

The committee is in favor of sponsoring hospitality for a near future weekend. Mark Dittman will pursue this.

As to additional measures for promoting the cemetery, there was discussion of the Memorial Day cemetery event and doing more to promote and organize it. The committee will look to Ron Flor for leadership on this. The possibility of organizing a "Cemetery Sunday" was favorably discussed.

Prospective Committee member, Arnie Bona, was a guest participant in the meeting. At the end of the meeting, he was asked if he continued to be comfortable with the modus operandi of the committee. He responded that he would like to proceed with consideration of his membership. The committee recommended that Mark Dittman propose Arnie's membership to the Parochial Administrator.

In that the Cemetery Committee reports directly to the Parish Leadership Council, on December 10, Mark Dittman and Gene Delaune will present the Committee's annual report on accomplishments and plans.

The next scheduled meeting is Wednesday, February 5, 2020 at 4:30 p.m. in room 201.

Submitted by Gene Delaune, Committee Chair

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Distribution: Cemetery Committee
Parish Administrator, Ex-officio Committee member
Pastoral Leadership Council Chair
Parish Parochial Administrator
Cemetery Caretaker, Jeff Bauer

Attachment: Cemetery Planned Projects