

GLEN ARBOR TOWNSHIP  
CEMETERY ADVISORY BOARD (Latest version 10/29)  
Minutes of October 12, 2021, Meeting at Township Meeting Room

Meeting called to order at 1:30 p.m.

Present: Diane Calsbeek, Terri Myers, Sue Johnson, Amy Peterson, Linda Dewey, Chairperson, and John Pepler, Liaison    Guest: Dianne Nichols

Pledge of Allegiance to Flag

Agenda: Members approved the agenda as presented.

Public Comments: None.

Election of CAB Officers: It was moved by Sue P that Linda D be elected chairperson. Motion seconded. Linda's election was approved unanimously.

Linda moved that the positions of secretary and treasurer be combined. Motion seconded. Motion passed unanimously.

Diane volunteered to take the position of Secretary/Treasurer. She was elected unanimously.

Bids for Tree and Brush Removal: John presented the township's plan for outgoing bids for tree and brush removal. Township cannot put out bids until the easement until the easement survey by Zach Baker has been approved. John hopes to have that done in near future. Tree removal will be done in two or three phases, depending on accepted bids and time factors.

Linda asked about saplings. John reported that trees and brush six inches or smaller must be removed before ground radar can be used to find graves.

Linda thanked Tom and Pam for their work on this project.

Amend five-year plan: Tabled for a Special Meeting to be held on October 19<sup>th</sup> at the Township Meeting Room at 10 a.m.

Committees: and point person for each committee:

The Board formed the following committees and point persons for each committee:

*Grants*: Sue Johnson

*Research and Education*: Diane Calsbeek

*Grounds maintenance*: Amy Peterson

*Volunteer Coordinator*: Terri Myers

These committees and chairs are preliminary and subject to change at our Special Meeting on October 19 when more time is available.

Each committee has been asked by the Township Trustees to write a short mission statement which will help eliminate duplication of committee goals. Committees should have at least two people other than chair. Members do not have to be Glen Arbor residents.

Each committee chair will present at the November meeting their mission statement, their membership list, and the task spread sheet (presented by John) filled in for their committee.

Friends of Sleeping Bear: Sue J reported that the "Friends" have done a great job in keeping the access to the cemetery clear. She said it looks like they used a weed wacker to clear the way, and it's very accessible.

Since Amy will now be chairing the grounds maintenance committee, Linda asked Sue to share with her the information she has regarding contact with Kerry Kelly and Friends of Sleeping Bear.

GA Township Board Report: Everything John reported is covered in items above.

Public Comments: None

Adjournment: This meeting was adjourned at 3 p.m.

NEXT MEETING: A Special Meeting on October 19, 2021, 1:30, at the Township Meeting Room

APPROVED AS AP