

GLEN ARBOR TOWNSHIP
CEMETERY ADVISORY BOARD
Minutes of November 9, 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

Pledge of Allegiance to Flag

Approval of Agenda: The agenda was approved with the addition of Budget consideration.

Public Comment: No public in attendance

GA Trustees' Report: Thanks to John for the update on the survey and for the information about the request for bids on tree removal. Hopefully, a bid will be accepted by the November 23. Chances are this will not be a one-year project.

Linda asked John to keep us in the loop early so that we don't continue to hear things in the community before we get official word from him. We need to be informed so that we can answer question from the community. It also would make us feel we are valued.

Name for Cemetery Project: Our project will be named Glen Arbor Cemetery Restoration Project

Long-term Mission, Goals, and Objectives: Adoption of these issues was put on hold and considered a work in progress until all thoughts are solidified.

Committee Action Reports:

1. Committee Rosters:

- a. Grant Committee: Sue Johnson, Chair; Dianne Nichols, Julie Avery
- b. Research: Diane Calsbeek, Chair; Andy White, Barb Siepker, Len Overmyer
- c. Grounds Maintenance: Amy Peterson, Chair
- d. Education: Linda Dewey, Chair; Andy White, Melissa Ukerlund, Timmy Sutherland
- e. Restoration: Terri Myers, Chair; Vicki Vanderkwaak, Lloyd Vanderkwaak, Ryan Robinson

2. Reports:

- a. *Grant Committee:* cannot do anything right now because the time for writing grants has passed. They will continue to research what is available.
- b. *Research:* Committee is continuing to do research and is working to complete transcription necessary for school project by May.
- c. *Grounds Maintenance:* Amy has made visits to cemetery to assess maintenance needs. At this point, both the access and the cemetery path are accessible. Amy reported that Friends of Sleeping Bear clears the access trail a couple of times a year, so will probably not need to work on the trail. Therefore, we don't have to join FoSB; though, it appears that the organization would like us to join.

Amy also reported that Claude Fields of Empire is willing to show us how to clean marker stones if we are interested.

Following Amy's report, there was a lot of discussion about insurance and whether we are covered by the Township's or the National Park's insurance. It was finally determined that we see where we stand on April 22, 2022. Hopefully by that time, we will have an easement on the access and trail, so we will be covered by the Township's insurance.

- d. *Education:* Linda reported Andy White has shared several new file folders with Diane and Linda. He is reviewing for sensitive information before he releases the rest. Dianne Nichols has bowed out of the organizational project but has accessed the files to write up a history of the cemetery for the Grant Committee.

Linda was interviewed by Ron Jolly on WTCM about the cemetery project on October 28. An article about the cemetery project entitled "GA Cemetery Board has a Mission" appeared in the November 4 *Leelanau Enterprise*.

Linda will meet with Polly Jackson to begin creating a PowerPoint presentation about the history of the cemetery.

- e. *Restoration:* Terri was able to reach three engineering firms regarding Ground Penetrating Radar on our cemetery grounds. The report was filed for informational purposes for use in preparation of the 2023 budget.

Board Compensation: Diane had asked Pam earlier about possible Cemetery Board compensation, so Pam joined our meeting to talk about it. She reiterated all the things that go into a Board of Trustees' decision on compensation. Diane will follow up with a request to the Board of Trustees.

Review and Adoption of Committee Mission Statements and Timeline Charts: After discussion, each committee chair was asked to simplify the progress chart and bring it up to date and send changes to Diane before the next meeting.

Budget: We will be finalizing the budget at our December meeting. The budget will go further than the 6-9 months in our chart. It goes from April 1, 2022 to March 31, 2023. Keep this in mind when preparing to talk about the budget

Adjournment: Meeting was adjourned at 3 p.m.

Respectfully submitted,
Diane Calsbeek, Secretary

NEXT MEETING: 1:30 p.m. December 14, 2021, Glen Arbor Township Meeting Room