

MOLESWORTH CEMETERY

BOARD Virtual MEETING MINUTES – APRIL 18, 2022

Attendees: Bert Mitchell, Chair; Jennifer Moore, Treasurer; Howard Mitchell; David Mitchell; Allan Kerr; Heather Mitchell; Diane Parker; Carol Wildgoose; and Murray Ritsema, Cemetery Manager

Regrets: Don MacEwen and James Kerr

Bert Mitchell, Chair, opened the meeting and described his glioblastoma. He committed to continue the work of the cemetery if possible and asked the Board to immediately begin planning for succession. Members acknowledged Bert's 20-year service to the Cemetery and community and expressed gratitude. The Cemetery and the Board have thrived under his leadership and his many gifts of time, talent, and treasure.

1. Minutes of September 12, 2021, Board Meeting

Motion to approve made by Allan Kerr and Jennifer Moore seconded. Unanimous approval.

2. Treasurer's Report

Jennifer Moore referenced the 2021 year-end statements sent prior to the Board and attached to this record. One GIC is due in September and one in December 2022.

The Libro Credit Union has announced a share offering available May 1, 2022. To purchase shares, Libro account holders must be on a digital list to receive the Share Purchase Offering. The total offering is \$100M. The minimum purchase is one share valued at \$1K and an individual may purchase up to one hundred shares (\$1M). The shares yield up to 4% annually, not guaranteed. Bert Mitchell has donated the money to purchase 10 shares if the Board chooses to make the investment. The option to purchase is on a first come, first served basis. Jennifer Moore would need to obtain the Libro share offering documents and be prepared to invest on short notice.

A discussion ensued whether the Cemetery had additional money to invest and concluded it did not. The money in the General Account will be needed to install the columbarium apron.

Motion: On behalf of the Cemetery, the Treasurer is to prepare to purchase ten shares by contacting Libro Credit Union requesting the documentation and easy access to make the purchase when the shares become available. Moved by Allan Kerr and seconded by Diane Parker. Unanimous approval.

In relation to the Treasurer's report, Bert Mitchell emphasized the value of Jennifer Moore's work for the cemetery and expressed gratitude for her expertise.

3. Manager's Report

Murray Ritsema reported that the cost of 3-inch-thick granite for the columbarium apron would be about \$14K. This does not include labour and additional materials. Spring cleanup is the first task for the season and pruning of the young trees. Two monuments require moving and levelling.

4. Transition of Leadership

Bert Mitchell asked Board members to self-identify their interest in immediately becoming the Chair of the Board. No one can do so.

Murray Ritsema talked to Scott Price about the need for leadership at the Molesworth Cemetery. Scott Price is the Maintenance Foreman for Wingham and surrounding wards. Price assists at the Molesworth Cemetery, maintains the Gorrie Cemetery, and serves as the second in command of a volunteer fire department. Howard Mitchell feels that Scott would be a candidate for leadership at the Molesworth Cemetery. Scott has said he would consider it.

Carol Wildgoose suggested that if Murray Ritsema were interested, a way to lighten the workload for a volunteer taking the chair position could be to increase Murray's pay to compensate for increased administrative roles pertaining to the BAO, visioning, and management roles. Murray indicated he would consider the idea.

Bert suggested the formation of a subcommittee of the Board to write principles for Board discussion on the structure of the Board leadership going forward. Bert offered to write a first draft and, Diane Parker and Carol Wildgoose offered to assist.

5. Website Design

The Board is grateful to David Mitchell for the tremendous amount of work he has done on the website, and for offering to continue. Allan Kerr invited David to join the Board, he accepted, and the entire Board welcomed him. WELCOME DAVID!

The Board is also grateful to Bert for the vision in creating the website and keeping it up to date. An uncompleted aspect of the vision is creating the means for a smartphone user to search the Cemetery website for monuments and use GPS to enable the user to walk directly to the monument of interest. David and Bert will continue to develop this.

6. By-Laws

Bert Mitchell noted the importance of By-Laws in guiding the consistent operation of the Cemetery. He has found the 2017 By-Laws require changes on 12 of 16 pages. These changes result from Board actions found in approved minutes and from industry-wide directives issued by the Bereavement Authority of Ontario (BAO). For instance, the Board has authorized the Treasurer to use discretion in the reinvestment of Cemetery

funds and advise the Board of action taken. This authority will be added in the next edition of the By-Laws.

The BAO now requires that an addendum laying out the proposed By-Law changes rather than the entire By-Laws, as in the past. The requirements for publish in a newspaper and posting at the cemetery continue.

Bert goal is to have the changes ready for approval by summer 2022.

7. Next Meeting – June 2022

8. Adjournment – Motion by Jennifer, second by Allan, unanimous approval at 8:30 PM.

Attachments: Financial Reports (3 pages)