

MINUTES of the Molesworth Cemetery Board Meeting

via Zoom on June 10, 2024

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

Regrets: Don MacEwen tried unsuccessfully to join the meeting via Zoom.

The Chair called the meeting to order at 7:08 pm, and Carol Wildgoose offered to take minutes. Thank you, Carol.

- Diane Parker moved to approve the January 23, 2024, meeting minutes. Howard Mitchell seconded, and the motion was approved.
1. Treasurer's Report See June 9, 2024, financial documents posted nearby on the website.
 - The \$10K authorized in January will be invested in a GIC. Allan Kerr moved to combine money from the General Fund with Heritage money to immediately purchase a **4-year \$25K GIC** at the best rate possible. Howard Mitchell seconded the motion, and it was approved.
 2. Manager's Report
 - Murray Ritsema reported no sales to date, and the lawn had been cut 4 times.
 - There have been two interments this year. One for Floyd Moore on April 17, 2024, and one for Jack Adair on May 11, 2024.
 - It was agreed that the cemetery manager would hire a contractor to seal the stone entrance gates annually in September. Allan Kerr will give Murray the name of a contractor.
 - Murray will handle the shed's vermin-proofing project. He will remove the topsoil from the area to the south and west of the current location, put down pea gravel, and pour a steel mesh-reinforced concrete pad. The shed will sit on pressure-treated 2"x4" lumber. The interior paneling will be replaced with a Roxul insulation board and covered with white roofing steel. The windows will be replaced with vinyl windows and screens that open at the top. With Scott's help, Murray will use his tractor and front-end loader to lift the shed onto the new foundation. The door is to be made vermin-proof by installing a metal threshold. Murray expects to complete the project by July 14.
 3. Board Membership
 - Bert accepted Heather Mitchell's resignation on behalf of the board and encouraged her to consider volunteering later.
 - Allan Kerr said his father's health no longer enabled him to participate in Board meetings. Jennifer will have his name removed from the bank signature card.
 - Diane Parker motioned that Allan Kerr's name be added to the bank signature card. David Mitchell seconded the motion, which was approved.
 4. Cemetery Visitation Service – July 14, 2024
 - Howard Mitchell confirmed that the speaker will be Doug Sargeant. The cost is \$200.
 - Jennifer Moore will post the announcement for July 14 in the local paper. Last year's cost of the announcement was \$42.00
 - Howard noted that declining attendance and lack of support suggest this may be the last

year for the service. The decision about future services will be made later this year after the July 14 ceremony.

5. Website

- Bert reported 194 visits to the site, of which 77 were engaged for an average of 77 seconds each. This is a good website activity.

6. Manager's Hourly Rate

- Murray's 2024 hourly rate is \$28/hr. Howard Mitchell motioned Murray Ritsema's 2025 hourly rate to be \$30/hr. Seconded by Diane Parker and approved.
- Bert will advise Murray Ritsema of the Board decision later in the year.

7. The meeting was adjourned at 8:10 p.m. The next meeting will be held in late 2024 or earlier, if need be.