

Orr's Island Cemetery Association

**MINUTES OF 2016 ANNUAL MEETING
OF
MEMBERS AND TRUSTEES
At
Orr's Island Library
September 11, 2016**

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Sharon Jones, Secretary
John E. Sylvester, Jr., Chairman – Presiding

I. OPENING.

The meeting was called to order at 10:30 AM, consistent with prior notice given members.

II. ROLL CALL; QUORUM.

A roll call was taken. A quorum was established with seven of the ten currently elected trustees being present and participating (Exhibit A). Members present: Yvonne S. Benoit and Kristin Fletcher.

III. MINUTES OF PRIOR MEETING.

The secretary read the minutes of the prior annual meeting of August 30, 2015. The Chairman called for a motion to approve.
Moved: (J. WEBSTER); Seconded (J. Jones) Motion Carried: Yea 8; Nay 0.

IV. REPORTS OF OFFICERS AND STANDING COMMITTEES.

President – Jim Jones: The President reported on remarks from members of the public on the fine appearance of the cemetery and credited Bishop Property Maintenance of Bowdoin, the grounds maintenance contractor. He discussed initiatives to increase membership, updating the burial right ownership list and encouraging existing owners to assign unused burial rights to other family members or donate them back to the association. He reviewed procedures under Main Law for recovery of unused lots after 75 years of inactivity. Motion to approve President's report (Webster). Seconded (Skip Sylvester). Motion Carried: Yea 8; Nay 0.

Treasurer – Skip Sylvester: The Treasurer presented the auditors report for CY 2015, Sources and Uses of Funds Comparison 2015, 2016 and the proposed operating budget for calendar year 2017 (Exhibit B). Motion for approval of the Treasurer's report (Jones), seconded (Stilphen). Motion Carried: Yea 8; Nay 0.

Perpetual Care Trust – Jack Sylvester Trustee: The formation of the perpetual care trust is complete. The transfer of funds to its bank and investment accounts is nearly complete. The perpetual care fund balance as of June 30, 2016 was \$64,896.

Nominating Committee – Dave Mercier: Three incumbent trustees with terms expiring in 2016 agreed to stand for election to a three-year term. Walter Johnson was contacted to fill a vacant trustee position. He declined for health reasons. One trustee position remains open.

V. REPORTS OF SPECIAL COMMITTEES

Valley Terrace Development: Jim Jones, Jack Sylvester, Jason Hillman Crooker Construction and Ray Labbe & Sons have been contacted for proposals on how to provide access to this section. Both have made site inspections. Neither has responded to date. One possibility being studied is an easement from Merganser Cove Road to the valley section. We will continue to work on access and development issues related to the Valley Terrace.

Veterans Memorial – Steven Black and Jack Sylvester
We are studying the possibility of granite memorial on a site in the Old Yard that would contain the names of Orr's Island residents that have served our country in peacetime and war. Collette Monuments will provide examples of those it has provided to other municipalities in Maine. It will work with us on continuing design and construction issues.

Entrance Gate, Fencing and Monument Work – J. Jones, K. Green, R. Sylvester: Collette Monuments has suggested granite entrance columns. The committee has decided to seek other designs. A detailed fence survey shows nineteen rails and twenty-nine posts need repair or replacement. A limited scope of work has been identified for this year. A monument survey indicates about \$1700 of work is needed to straighten and stabilize monuments. Some work in excess of the currently budgeted \$400 will be covered by burial right owners. The balance will be deferred until funds have been donated or appropriated.

Gifts, Bequests and Fund Raising – John Webster, Steven Black, David Mercier
John Webster commented on a \$10,000 gift received from an anonymous member \$5000 of which will go into perpetual care, the balance into our operating account. John plans to convene a meeting of committee members to discuss future fund raising possibilities.

Development of Web Site – Jim Jones, Jes Sylvester:
Jim Jones reported that the web site went public in May. Several members have commented favorably on the site. Refinements are planned over the next few months.

Deed/Burial Right Certificate Exchange – Sharon Jones:
New burial right certificates have been printed. They will be sent to members who have purchased burial rights since January, 2015. Their availability will be publicized on the website and in direct communications with members. Members may exchange or replace old style certificates with new ones, even if they have lost or misplaced existing ones.

VI. New Business

Fund Raising Ideas

Several suggestions were made including: A special observance in year 2018 – the 180th anniversary of the cemetery's founding; a special subscription to raise money for the veterans memorial; Contacting members and friends having a family interest or friendship attachment to one or more ancient graves for which no dues payments are received; Staging an event in which people dressed in period costumes portray notable people buried in the cemetery, hosting a summer water games event at Lowell's Cove.

Coordination With Other Island Charitable Events

It was proposed we explore the advantages of a summer festival period in which the fire and rescue company, cemetery, library and possibly other island organizations share volunteers, publicity and related costs in a coordinated and cooperative manner.

Election of Trustees and Officers

Motion: trustees Jack Sylvester, Ken and Blanche Graybill and Jerry and Lorna Stilphen be reelected for three-year terms: Moved (Mercier), seconded (Skip Sylvester). Motion Carried: Yea 8; Nay 0.

Motion for nomination of a chairman. Jack Sylvester was nominated by Jim Jones. Motion (Jones) Seconded (Webster). Motion Carried Yea 8; Nay 0.

Motion for reelection of the current slate of officers. Moved (Stilphen). Seconded (Hillman). Motion Carried: Yea 6; Nay 0.

VII. Good of the Order

The Town of Harpswell's contribution for maintenance of veterans graves, currently \$10.00 each, was discussed. An increase of at least \$5.00 per grave will be sought for 2017. If the Town administrators are unwilling to recommend one, Dave Mercier will seek the increase at Town Meeting.

Jim Jones discussed the need to re-examine our burial right pricing policy, noting that there has been no change since 2008. He offered an example that would bring prices up to levels found in many area cemeteries. He will refine the proposal and submit it at a later date for trustees consideration and decision.

VIII.

Adjournment

Motion to adjourn (Webster). Seconded (Graybill). Motion Carried: Yea 6; Nay 0. Meeting adjourned at 12:18 PM.