

Minutes of
Bainbridge Township Cemetery Board

February 5, 2008

Present: Jeff Markley, Township Trustee, Rob Arnold, Bill Takacs, Janice Simmons, Greg Marous, Road Department, Don Mitchell, Cemetery Sexton and Linda Zimmerman

The meeting was called to order at 3:30 P.M.

Minutes

Mr. Markley made a motion to adopt the minutes of the December 5, 2007 meeting as written.

Mr. Marous seconded the motion that passed unanimously.

Columbariums

Mr. Markley presented literature on columbariums he acquired at the Ohio Township Association Convention. The board held a discussion regarding size, styles and materials. It was noted that a space was already created in the design of the expansion and the fees collected on the sale of the niches should pay for the construction of the columbarium.

Mr. Arnold is performing a survey of price comparisons for columbariums in this area.

The board reviewed letters from Mr. Ed Kotecki and Ms. Darlene Tichy of Sheffield Monuments regarding recommended materials that should be used in the construction of a columbarium. The board discussed the costs involved and the building of a columbarium in stages so that it would conform with the budget.

Proposed 2008 Budget and Five Year Plan

Mr. Mitchell will prepare a proposed Cemetery budget for 2008. The board will look at the current budget and create a five year plan.

Funeral and Burial Costs

The board discussed actual funeral and burial costs versus cremations. It was suggested that a representative of a funeral home attend a meeting to explain the process of a funeral and the costs to the board. Mr. Arnold will contact Mr. Ed Kotecki and Mr. Mitchell will contact Mr. Mike Lawrence for them to attend the next meeting.

Meeting Schedule

It was suggested that the board meet more often than once a month to work on the budget, five year plan and columbarium design.

The board was in agreement to meet on February 19, 2008. Mr. Kotecki and Mr. Lawrence will be attending to talk to the board.

Plot Finder - Cemetery Software

Mr. Markley reported that TechniGraphics is no longer supporting, updating or selling the Plot Finder software as of December 31, 2007. The trustees will be entering into an agreement with them in order to obtain the source code and to put the township in touch with other users for ongoing support.

Cemetery Expansion

Mr. Markley reported that a pre-construction meeting has been scheduled with Clemson Excavating.

The next meeting will be held Tuesday, February 19, 2008 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 4:40 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board