



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Final Board of Cemetery Commissioners

*Sharon Baldukas
Sandy Weidner
Kristine Reisdorf
Jerry Ruud*

Monday, January 21, 2013

4:30 PM

City Hall Annex, Room 130

Call To Order

Chairman Baldukas called the meeting to order at 4:32 p.m.

Staff present: Director Molbeck, Steve Bedard, Mike Willis, and Kellie Ptaschinski

PRESENT: 3 - Sharon Baldukas, Kristine Reisdorf and Jerry Ruud

EXCUSED: 1 - Sandy Weidner

Guest Speaker

Kathleen Fischer from the Finance Department distributed and discussed a packet containing the Quarterly Balance Sheets and Quarterly Income Statements for the Cemetery, Crypt, and Perpetual Care Funds.

Finance will provide quarterly reports for meetings a month after quarter end.

Director Molbeck will provide Kathleen's contact information to any Commission Member upon request.

Approval of Minutes for December 10, 2012 Meeting

A motion was made by Jerry Ruud, seconded by Sharon Baldukas to Approve the Minutes. The motion PASSED by a Voice Vote.

Public Comment

No Public Comment

Cemetery Supervisor Report

Supervisor Bedard distributed the Monthly Financial, Sales, and Burial reports. Sales and Burials were up from previous year's totals.

A motion was made by Kris Reisdorf and seconded by Jerry Ruud to receive and file the Cemetery Supervisor Report. The motion PASSED by a Voice Vote.

2013 Cemetery Fees

Chairman Baldukas distributed a price comparison of other local cemeteries compared to Mound and Graceland cemeteries. Director Molbeck asked the

Commission to review and list discussion points for next month's meeting.

Miscellaneous Items

Director Molbeck distributed and discussed a CIMS handout comparing the Light version to the Full version.

Director Molbeck will contact CIMS to set up an appointment for a free proposal, and inquire whether their mapping qualifies as a legal survey.

Commission Member Nominations

The nomination of the Commission Member was deferred to next month's meeting.

Bruce Company Contract

Jerry Ruud left the meeting at 5:31

Contract items 31-32 were discussed. Wording changes were suggested for item 31, section A, "Burial Guidelines".

Director Molbeck will locate and provide the supplementary unit prices on the bid form as referenced in item 31.

The Commission was asked to review items 33-41 for the February meeting.

Parks Superintendent Mike Willis reports that the position of the employee that will provide the planting design is vacant. Designs will be provided upon fulfillment of that position.

Adjournment

Chairman Baldukas adjourned the meeting at 6:04 p.m.