

Portland Mills Cemetery Stockholders Annual Board Meeting

DATE	June 2, 2024
TIME	2PM
MEETING CALLED TO ORDER BY	President, Carolyn Collins

IN ATTENDANCE

Heather Malicoat, Carolyn Collins, Harold B. Thomas, Janet DeMumbrum, Cassandra DeMumbrum Milam, Chester Saylor, Alex Harbison, Todd & Sandy Hopkins, Janet Barr, Don Roberts, Margaret "Peg" Robers, T.J. Smith, Stephanie Wrightsman

APPROVAL OF MINUTES

Heather Malicoat, Secretary, read the minutes from the last meeting in 2023 which were approved as read.

REPORTS

Sandy Hopkins and Todd Hopkins read the Treasurers report which was approved as read.

- Sandy and Carolyn divided the previous \$48,000 CD by putting \$22,000 into the CD at Edward Jones and the remainder in a Mutual Fund at Edward Jones
 - There were only 2 contributions in 2023 down from 6 in 2022 amounting to \$1,750.00
 - CD Interest Earned: \$3,281.14; Mutual Fund Interest Earned: \$3.47
 - Lot Sales: \$800.00
 - Total Income: \$5,834.61
 - Total Expenses: \$3,882.34
 - Stamps & labels, lock box #188 fee, checks, lawnmower belt, mowing, membership dues to Farm Bureau Insurance, mower blades, filters, spark plugs, 1099 for Mr. Thomas, commercial package insurance from Farm Bureau
 - Beginning Bank Balance: \$5688.76 Ending Bank Balance: \$7621.03
 - CD Value: \$40,000; Mutual Fund @ Edward Jones: \$59,325.22
 - It should be noted that the previous minutes had an error: The Edward Jones representative we use is Eric Buyers.
 - Todd was concerned that the Facebook Group hadn't been updated since the last meeting. Heather indicated she had created a post and an event about the meeting. Upon researching, there are two different Portland Mills Cemetery pages. In total, there are only 5 followers.

Harold Thomas gave a grounds report:

- Harold, Stephanie and family intend to address the posts for flags by the stones as some don't have any flag posts. They plan to use conduit and an auger attached to a drill to put the conduit down there before the flags are taken down. They plan to leave the flags up until after July 4th.
- It was noted that Bill and Sheena Ferguson place the flags currently.
- Stephanie fixed some stones with her sons that were either off their base or crooked. She will continue to do this as she sees them. Carolyn thanked her and her sons for this effort.
- Stephanie indicated that the bumper guards at the flagpole don't allow mowing. She would like to relocate them to the flower bed. This was approved with no one opposed.
- They plan to put PVC pipe around the flag to protect it.
- Stephanie asked to remove the two bushes on either end of the arch and replace them with flowers from around the flagpole that need thinning, in the fall. This was approved.

- Harold indicated that the pear trees need trimming as they can't get under them to mow. There are three trees left. The decision was made to trim them and see how they look before tearing them down completely.
- Chester stated that the Stryker homeowner put a chemical on his trees when he trimmed them so they wouldn't die, and they look good. Harold will go with Chester together to ask if he will consider trimming the pear trees in the cemetery.

Dan Harbison, Vice President reported was absent. Alex Harbison, his son, reported:

- 1 burial since last meeting: Charles Elia, Death: 9/13/23 Burial: 11/13/23
- Block 1, Lot 28, Bed 3
- He was 102

Old business:

- Janet Demumbrum needs to know how many plots she has. Alex will ask Dan and let her know.
- Chester asked if the phone numbers for the officers were on the internet. Carolyn's is the only number on the website. Chester recommended putting all names and numbers on the website. He states he gets calls often about the cemetery and refers them to the website.

New business:

- Todd resigned as Treasurer. He stated he needs a copy of the minutes to be taken off the bank information.
- Sandy stated that the State license is due every 2 years and is done for this year
- Sandy stated that everything is up to date.
- Carolyn indicated that someone would have to step up to help as it was too much for the President to handle without assistance.
- T.J. Smith nominated Alex Harbison to be treasurer
- Alex accepted the nomination.
- Carolyn and Alex will meet this upcoming week to add him to the Tri-County checking account and Edward Jones accounts. Sandy stated Edward Jones already has been notified and is prepared for the new treasurer to sign the lock box signatures.
- Carolyn thanked Alex for stepping up as the board is an aging group and younger generations need to be involved.
- Carolyn asked if everyone thought we should reinstate sending out paper letter/notices of the meeting as many don't access the internet and the Facebook group only has 5 followers as mentioned above. She indicated the lack of address updates makes this a problem. It was decided to put something on the Facebook page and website about the need for updated addresses.
- It was agreed to send out meeting notices via mail next year.
- Heather asked Alex please notify Dan to pass along block and lot numbers to her
- A vote was taken on the following board seats:
 - Alex Harbison, Treasurer
 - Carolyn Collins, President
 - Dan Harbison, Vice President
- All were unanimously approved

Carolyn thanked everyone for attending.

Meeting adjourned

NEXT MEETING

June 1, 2025