

**MINUTES OF MAY 5, 2019 MEETING
PRINCE GEORGE'S CHAPEL CEMETERY COMMITTEE**

The meeting was called to order by President Gayle Chandler at 2:04 p.m. in the Dagsboro Town Hall. Present were members: Gayle Chandler, Melody Chandler, Patti Adams, Meri Jo Montague, Brian Baull, Janice Kolbeck, and Sandie Gerken. These minutes were recorded on the town's voice recorder, File D.

Sandie moved to approve the agenda as presented. Janice Kolbeck seconded the motion with all present signifying to approve the agenda.

Each member had already reviewed the minutes of November 18, 2018. Melody motioned to approve the minutes without amendment or corrections. Patti seconded and the motion passed.

Gayle presented the treasurer's financial report and the cemetery committee budget as presented in Cindy Brought's Administrator's Report. Since the November 2018 meeting, we have had total income of \$2043.55, which included (Bunting/Town/Chandler) donations, one burial permit fee and interest on the CDs. We paid out only \$10.00 during this time, paid to Delaware Cemetery Board, which is good for 5 years until 3/21/2024. Further figures regarding the bank account, CD, and current/projected budget can be for in the Financial Report and the administrator's report for this meeting.

We discussed the CD that is due 7/20/2019, amt \$30,000 at .5%. Do we want to roll this over? Sandie recommended that we ask Crystal Hudson's advice at the Bank on whether we should just roll this money into one of the 15 month CDs or just roll it over as it is. Melody moved that we ask Crystal if we should merge the CDs for the better rate or keep them separate. Patti seconded and it was approved. Janice then moved that we put into place the committee's decision that is we implement whichever transaction is decided at the meeting with Crystal. Sandie seconded this motion and all signified their approval.

Correspondence received will be discussed in New Business.

There were no reports from officers or representatives. The town administrator's written report was presented and will be discussed in Old and New Business.

OLD BUSINESS:

Cemetery Maintenance: We have a new grass cutting service, provided by David Gray. The cemetery committee has been paying all the grass cutting fees for both the state and the town cemetery properties. Cindy is requesting the

costs of each parcel and will present the state part to the Friends, who should be sharing the costs. Breakdown of these costs is not yet available from Gray.

Gayle and Patti reported that they had identified one post that is rotted and needs to be replaced. This will be discussed with council.

Local Cemetery Fees: Duane Kenton and Gayle Chandler have worked together to prepare an updated local cemetery fee spreadsheet. Sandie recommended that we raise the burial plot fee from \$600 to \$750 to match what Dagsboro Redmen's Cemetery charges. Gayle had worked up comparisons and felt that \$700 would be sufficient for now. We agreed that we should review these costs once a year. After discussion, Sandie moved that we increase our burial plot fees to \$700 and leave the opening/corner stone fees the same. Patti seconded the motion and all approved for the motion to pass. This will be reported to Cindy and council.

Monument Cleaning: Gayle reported that she had discussed this with Madeline Dunn of the State. Madeline provided a lengthy report by the National Park Services, dated 2016, on recommendations for proper tombstone maintenance/cleaning. She recommended that if we were to clean the historic stones, we use only water and a soft brush for the initial cleaning. She did not recommend using any chemicals, such as the Wet & Forget that Mr. Tunnell had used at Blackwater Presbyterian Cemetery. Melody moved that we notify Mr. Tunnell by letter that we decline the offer to clean the tombstones as we have to abide by the state guidelines. Janice seconded the motion and all voted in favor. Brian will send the letter.

Fundraising: Patti and Sandie have yet to complete a listing of persons to send written requests for donations for cemetery upkeep. Sandie has the list of the Friends members, many of whom have family in the cemetery. We hope to have this completed and ready to approve in November.

Bireley/Farmer Update: Cindy had reported that she has requested that Doug Melson meet with her at the cemetery with is prodding tool to examine the ground in these 2 plots to be sure that there are no other interments within. This should be done by Monday, May 6. Other than that, the matter has been resolved.

New issue with Heffelfinger Plot: There was a bench place on the plot that is within the specifications of the rules and regulations (picture shown). However, this was placed there without asking approval of the town as is a regulation. We discussed that Cindy should send a friendly letter to the family to make them aware that they needed town authorization before placing the bench on the grave site. The committee felt that it is acceptable to leave the bench in place.

Delaware Preservation Fund: Gayle has heard from Mr. of Delaware Preservation Fund on just what projects can be funded. They will not grant money for tree maintenance, but prefer brick and mortar projects of significant importance to our cemetery. We discussed the brick wall that needs repointing and possibly the Dagworthy memorial should it need further repair to its base. We agreed that it would be prudent to ask for the wall repair.

Gayle reported that it may be possible to request funds from Delaware Forestry Agriculture Department for assistance in maintaining the historic trees on the property.

NEW BUSINESS:

Publicity: Gayle was advised by Madeline Dunn that we should take photos at any events or tours at the chapel and/or the cemetery and have them placed in local newspapers to promote chapel and cemetery activities. These could be put on town website as well as a means of publicity for our site. Sandie reported that the chapel would be open to public for tours on the 3rd Sunday of each month through November and that the Friends would publicize this with photos.

Brian suggested that we contact the American Legion and/or the VFW to see if they would place flags on the graves of veterans buried in the cemetery. This could be a photo/publicity opportunity for our site as well. Brian will check with the Dagsboro American Legion. Gayle will discuss this with her dad (VFW).

With no business for the good of the order, Sandie moved to adjourn the meeting. With a second motion from Janice K. and approval of all in attendance, the meeting was adjourned at 3:09 p.m.

Respectfully submitted,

Sandie Gerken

PGC Cemetery Committee Secretary