

Fox Hall/Cemetery Board Meeting Minutes
January 30, 2023
5pm

Those in attendance included board members: Mis Brummel, Dennis DeShazer, George Karnaze, Brad Sarver, Debbie Landau
City Staff: Nathan Law and Jean Carder
Mayor Donna Cook

Mis Brummel moved, and Debbie Landau seconded, to approve the minutes from the special meeting on November 28, 2022. Motion carried 5-0.

Financial Update:

A written financial report was provided by City staff for Oct- Dec. 2022. There were several questions from board members regarding the report. Dennis DeShazer will look the report over and discuss at the next meeting.

Fox Hall rental report:

October – 11 rentals	February – 14 rentals
November – 13 rentals	March – 14 rentals
December – 12 rentals plus Santa	April – 10 rentals
January – 10 rentals	

*The yoga instructor has again booked Mondays for the entire year starting in February

Scheduled visitor:

Mary Knecht addressed the Cemetery Board to ask if trees or a fence could be placed on the west side of the cemetery to act as a buffer from the businesses next to the cemetery. She has family buried in that area and feels it is disrespectful to have businesses so close to the cemetery plots. After some discussion, it was decided to gather some information, allow board members to visit the cemetery to view the area, and call a special meeting to continue the discussion. City Staff will discuss the possibility of adding trees to the cemetery with the Park & Tree Board. That group is in charge of overseeing tree planting in city parks/properties.

New Business:

City Staff provided a written bid and description for a floor scrubber for Fox Hall. The cost range was \$5600-\$6800. It was decided to table this item and continue discussion at the next meeting.

City Staff provided written comments from Fox Hall renters. Two were positive comments about the renovated hall. One was from an unhappy renter who had \$50 withheld from the security/cleaning deposit for necessary cleanup after the rental. Jean Carder documents the tasks needed and takes photos when there is a need to withhold part of the security deposit.

City Staff provided a memo with 2022 cemetery activity.

City Staff provided two bids for repair of the cemetery monument that was damaged in a vehicle accident. The board discussed the possibility of altering the entrance to the cemetery by moving the monuments as they obstruct the view of the road when pulling out of the cemetery. Also discussed was the possibility of lowering the fence height to help with vision of the road. This item will be discussed further at a yet-to-be-scheduled special meeting.

City Staff provided a bid for a fireproof storage cabinet to be used for cemetery records. The cabinet would allow cemetery cards and maps to be stored securely. The cost of the cabinet is \$4000. The board discussed the possibility of digital cemetery records in the future. That is something that would take some time to research and implement. The fireproof cabinet would securely hold the records and maps in the meantime. No decision was reached on this item. It will be discussed at the next meeting.

The next scheduled meeting is the end of May, however, a special meeting will need to be called before then to discuss several items that were tabled. The special meeting date is to be determined.

Old Business:

City Staff provided a bid for a red oak display cabinet built by King Wood to be placed in the vestibule at City Hall. This is an item that Fox Hall Board previously discussed and was interested in purchasing. The cost for the cabinet is \$450. The cost of the glass for the cabinet is: \$265 for plate glass and \$350 for tempered glass. Dennis DeShazer made a motion to purchase the display cabinet from King Wood. Mis Brummel seconded, and the motion passed 5-0. Dennis DeShazer made a motion to purchase the tempered glass for the cabinet. Mis Brummel seconded, and the motion passed 5-0.

At 6:18pm, George Karnaze made a motion to adjourn the meeting. Debbie Landau seconded, and the motion passed 5-0.

Submitted by Debbie Landau