

Chairman Rotherham called the meeting of the Springdale Management Authority to order at 4:00 p.m., on Tuesday, June 20, 2010. Present were Al Andrews, Jim Hancock, Jeanette Hillyer, George Kottemann, Tom Luthy, George Merkle, Patti Polk, Bruce Thiemann and Kent Rotherham. Also present were Wendy Wilkens, Eric Garber, Mike Ditch and Ivan Colvin.

**APPROVAL OF MINUTES:** Moved by Polk, seconded by Hancock, that the minutes of the June 15, 2010 Regular Meeting and the Executive Session be approved as printed. On voice vote, motion carried.

**Chairman's Remarks:** Chairman Rotherham reported that the first meeting with representatives from the IGA Partnership was held and several ideas regarding long term problems were shared. The City and County agreed they may work together on the cemetery roads. The County made assurances that they are not planning to "buy out" their responsibilities with the cemetery. Mr. Rotherham reported that there will be another meeting in September.

**Vice Chairman's Report:** Ms. Polk said because there are new Authority Board members since the last Strategic Planning Meeting, that another session should be planned to review and update members on how the plan is proceeding. Mr. Austin said that he will work on getting some ideas on where to meet some time in September or October. She also reminded everyone that they were individuals unless they were meeting as the Authority at a meeting. She suggested that individual Board members should take issues they may have to the Chairman or the entire Authority Board.

**By Laws Committee:** Mr. Hancock reported that the committee has not met recently, but they are close to having something to present to the Chairman and General Manager before taking to the Authority members.

**MONUMENT RESTORATION COMMITTEE:** It was reported that the committee has not met since Ms. Sunderland left. Mr. Austin distributed information on monument restoration that has been done since Ms. Sunderland's departure. Mr. Thiemann asked that Jack Gove be permitted to speak to update the Authority Members on the MRC. Mr. Gove reported that the monument restoration building will go on as planned once approval is received from the City. He also reported that the Foundation took action to relieve the Authority Board from financial obligation for the construction of the building. The proposal from the Sunderland Tool Company was mentioned. Because members had not received a copy of this proposal, it will be discussed at the August meeting so that the Authority Board members would have time to review the proposal. Mr. Gove stated he hopes to have a committee meeting within the next fifteen days.

**GENERAL MANAGER'S REPORT:** Mr. Austin reported that he sent a copy of his report to the Authority members. In this report, he discussed the following:

- Grounds work – Four assignees from the Put Illinois to Work Program working on trimming and grounds maintenance.
- Axiom Software and Mapping – continued dialogue with Axiom regarding concerns. Position created through the Put Illinois to Work Program to handle map updating and database correction.
- Green Burial – TV interview and plans for a formal proposal in the future.
- Grants – inventory of the cemetery's archival and historical collection through the Illinois State Archives and possibility of grant to repair the iron bridges.
- Volunteers – new volunteer and preparation of an article for the Park District's newsletter regarding volunteers.
- Staff – applicants for the accountant's position is on going.
- Monument Restoration – continued operation and related projects regarding granite bases; research on markers for possibly returning to the cemetery grounds; and continued resetting of the markers on Oak Hill.
- Outside group meeting – Illinois Valley Striders continued desire to use the cemetery recreationally.
- Office update on mold problem.

The General Manager submitted information on the continuing work staff does on restoring monuments.

**Other Committee:** Ms. Polk stated if members did not have a copy of the employee handbook that they obtain a copy from the General Manager. She specifically mentioned that this handbook states that volunteers are not classified as employees.

**Unfinished Business:** Mr. Andrews and Dr. Kottemann stated their concern regarding the recent setting of monuments. General Manager Austin and Maintenance Supervisor Eric Garber said that the work on Oak Hill has been completed, and that they were satisfied with the work. Discussion followed regarding pictures Mr. Andrews had on certain recent reset monuments that were incorrectly set. It was **moved by Kottemann, seconded by Thiemann, that all monument restoration work be discontinued until the issues with the proposal from the Sunderland Tool Company is settled.** Members were reminded that the work needs to be done correctly, but that it has to be understood that all volunteers are responsible and accountable to the General Manager.

After further discussion, it was **moved by Andrews, seconded by Thiemann, that an amendment be made to the previous motion to allow restoration employees to continue working with the marker technician to perform new sales marker resets and repairs as well as work originated by customers and families. On voice vote concerning the amendment, motion carried. On voice vote concerning the original motion, with amendment, motion carried.**

**TREASURER'S REPORT:** Mr. Rotherham reported that the Put Illinois to Work Program employees are paid directly through the State; the position for the employee hired for archiving has been funded through a grant from the State of Illinois and is a flow through grant. After discussion of the financial reports, it was **moved by Hancock, seconded by Kottemann, that the June 2010 invoices be approved as printed. On voice vote, motion carried.** Mr. Andrews questioned the use of exhaust fans in the mausoleum as opposed to the air conditioner that is currently being run. Mr. Austin said that he would look into the cost comparison.

**NEW BUSINESS:** A request by Ms. Eleanor Spengler for a refund was discussed. Ms. Spengler had purchased two flags and plaques through the "Avenue of Flags" program in December 1996. It was decided not to issue her a refund, but to display the plaques on the flagpoles as she wants. Mr. Austin said that he would have a document created for Ms. Spengler to sign, releasing Springdale Cemetery from any responsibility from damage to the flags and plaques due to possible vandalism. The need to find a way to show these plaques was discussed, and it was suggested the General Manager talk to Converse Marketing for ideas regarding this.

**GUEST INPUT:** Mr. Thiemann introduced Mr. David Henderson, who spoke about a State program for replacing both bronze and granite veteran's markers and the possibility of funding this program. Mr. Henderson would be willing to locate and identify markers in need of this work. After further discussion, it was **moved by Andrews, seconded by Hancock, to endorse the identifying of markers in need of replacement and refer this latest volunteer (Mr. Henderson) to the General Manager. On voice vote, motion carried.**

**NEXT REGULAR MEETING:** The next Regular Meeting of the Authority Board is scheduled for Tuesday, August 17, 2010, at 4:00 p.m., in the Maintenance and Volunteer Building at Springdale Cemetery.

**ADJOURNMENT:** Chairman Rotherham adjourned the meeting at 4:54 p.m.

Wendy Wilkens  
Assistant Secretary

ATTEST:

Jeanette P. Hillyer  
Secretary