

Gober Cemetery Board Meeting Minutes

Memorial Day Services May 17, 2020 was cancelled due to the Covid-19 pandemic.

May 17, 2020 1:30pm

The Board of Trustees of the Gober Perpetual Care Community Cemetery Association met virtually via Zoom and cell phone with Gaitha Trout Castleman, president, presiding. Other Board members participating were Don Grisham, Luetta Broiles Callahan, Harriet Porter Walton, Ruby Polston, Kenny Roberts and Joetta Brent Wallace. Kelli Blain-Burnside, Heather Dewoody Regan, Frances Carpenter Ramsey and Jeff Green, associate members, also participated. Gaitha Castleman opened the meeting with prayer. Following the Board's review of the minutes and financial reports for the May and October 2019 meetings, Harriet Walton moved a motion to approve the minutes and financial reports as presented. Ruby Polston seconded. Motion carried.

Committee Reports:

- **Cemetery Caretaker:** Gaitha Castleman noted this information will be addressed later in the meeting.
- **Beautification:** Don Grisham updated - 1) Rose bushes at the entrance and in the garden have been cut back; 2) some weed killing done; 3) first-coat painting of tabernacle completed; 4) some perennials are coming back; and 4) more mulch needed.

Old Business:

- **Website:** Joetta Wallace reviewed the changes made to the website as of April, 2020.
- **Cemetery Curbing and Lichen Removal:** Gaitha Castleman reported the removal of curbing has begun. One application of lichen removal has been completed, and the second application is now due. Johnny Babers will be contacted to arrange for the completion of the second application.
- **Options for Managing Cemetery Funds:** Gaitha Castleman stated this project continues to require on-going research.
- **Identification of Eroded or Broken Stones:** Gaitha Castleman explained this project is still in progress.
- **Web-based Computer Program:** Don Grisham reported this project is on hold until cemetery directory information can be submitted. Gaitha Castleman added that Megan Griffin has the directory information available electronically. Gaitha Castleman expressed appreciation to Kenny Roberts for arranging to get a 20"x30" photo of the cemetery via drone.
- **Memorials for John David Smith, Vernon Shive, Jr., and Sarah Norris:** Gaitha Castleman reported the placard for the Sarah Norris Memorial Tree located north of the Trout Memorial Garden has been installed by Dick Owens of Wolfe City. Joetta Wallace reported the memorial marble park bench to honor John David Smith, Vernon Shive, Jr., and other past cemetery board members who have served has been installed and is located northeast of the tabernacle.
- **Slate of Officers 2020-2021:** Gaitha Castleman reported as per voting instructions outlined in the May 2020 newsletter, Cemetery family members approved the recommended Board's slate of officers for 2020-2021 - Gaitha Castleman, president; Don Grisham, vice-president; and Joetta Wallace, secretary/treasurer.
- **Rap Rock Stored Near Cemetery Entrance:** Gaitha Castleman will contact Johnny Babers to make arrangements for moving the rock to a designated area in the Cemetery.

New Business

- **Insurance for Cemetery Property:** Don Grisham reported after an inspection of the Community Center by Germania (current insurance carrier), the center was found to be under-insured; as a result, the insurance premium was increased (more than doubled). Don is in the process of contacting independent insurance agents for quotes. If any of the quotes received have comparable coverage and a more affordable premium, the board can vote by email to approve a new insurance carrier. Gaitha Castleman stated if nothing better could be found, Germania insurance coverage will be renewed with

the Cemetery paying part of the premium. Ruby Polston and Joetta Wallace stated Gober Community Club could possibly pay around \$800 toward the renewed Germania premium. Gaitha reminded the board that Cemetery policy was amended in 2018 to allow the board to approve expenditures for all cemetery properties (includes the community center).

- o **Approval of Insurance Proposal Via Email June 5, 2020:** Don Grisham moved a motion to accept the proposal of insurance from Faith Jech of TAPCO Insurance to replace the policies the cemetery currently has on the Gober Community Club and Gober Cemetery Association. The new proposal offers cost savings and includes premises liability not previously covered on both properties. Harriet Walton seconded. Motion carried.
- **Cemetery Road Graveling/Spreading – Consider Approval of a Bid:** Joetta Wallace reported only one bid of \$6,800 had been received. The board agreed more bids are necessary. Don Grisham will contact an older gentleman at Greenville as to his recommendations regarding the control of water flow prior to graveling the road; Kenny Roberts, Harriet Walton, and Joetta Wallace will research others who might be interested in bidding. Kenny Roberts moved a motion to table approval of a bid for the Cemetery road graveling project. Harriet Walton seconded. Motion carried.
- **Approval of 2020 – 2021 Budget:** After a review of the proposed budget, Harriet Walton moved a motion to approve the 2020 – 2021 budget as revised (Line item 5-J - Dirt/Gravel/Labor/Curb Removal - increased from \$7,000 to \$15,000). Ruby Polston seconded. Motion carried.
- **Adjournment:** Harriet Walton closed the meeting with prayer.

Gober Cemetery Association Minutes

October 24, 2020 10:00am

The Board of Trustees of the Gober Perpetual Care Community Cemetery Association met virtually via Zoom with Gaitha Trout Castleman, president, presiding. Other Board members participating were Don Grisham, Luetta Callahan, Megan Griffin, Harriet Walton, Kenny Roberts and Joetta Wallace. Kelli Blain-Burnside, Frances Ramsey, and Jeff Green, associate members, also participated. Gaitha Castleman opened the meeting with prayer and a moment of silence in remembrance of Mike Nelson and his family.

Old Business:

- **Gravel Road Bids:** After a review of bids submitted, Don Grisham moved a motion to accept Jimmy Muecke's bid of \$5,500 for graveling/spreading the gravel on the cemetery road and moving the existing rap rock to the southwest area of the cemetery. Luetta seconded. Motion carried.
- **New Insurance Coverage:** Don Grisham reviewed the coverage and premiums for coverage on the community center and for the tabernacle/storage building as per the new insurance carrier through Farmer's Insurance at Blue Ridge, Texas.
- **May 2020 Board Meeting:** Joetta Wallace presented the minutes for the May 2020 board meeting as well as the October 2020 financial report. Don Grisham moved a motion to approve the minutes and financial report as presented. Harriet Walton seconded. Motion carried.
- **Beautification/Grounds:** Don Grisham reported the garden area survived the winter fairly well. He also noted a huge tree near the garden area appears to be dying and will have to be removed this project may be costly. Don will get estimates for cost of tree removal. Don noted Johnny Babers had suggested the crape myrtle bushes located near the county road be removed. Johnny would like cedar or elm trees planted to replace the crape myrtles. Don Grisham, Gaitha Castleman, and Harriet Walton will research Johnny Babers' suggestion and bring their recommendations to the Board at a future meeting. Don also asked the Board to be thinking about the addition of a permanent edging around the cemetery entrance flower beds.

New Business

- **Memorial Bench Inscription** (*Mike Nelson, deceased Board member*): Gaitha Castleman requested Joetta Wallace to contact Paris Monuments about adding Mike Nelson's board information to the memorial bench.
- **New Board Member** (*position previously held by Mike Nelson*): Megan Griffin moved a motion for Frances Carpenter Ramsey, associate board member, to fill the Board position previously held by Mike Nelson. Harriet Walton seconded. Motion carried.
- **New Associate Board Member** (*position previously held by Frances Carpenter Ramsey*): Gaitha Castleman will contact those suggested by the Board regarding their interest in filling the position of the associate board member position previously held by Frances Carpenter Ramsey.
- **Closing**: With no further business, Harriet Walton closed the meeting with prayer.

June 5, 2020 (Via Email Communication)

- Don Grisham moved a motion to accept the proposal of insurance from Faith Jech of TAPCO Insurance to replace the policies we have now on the Community Center and the Gober Cemetery Association. Our current policies are with Germania Insurance. The new proposals offer cost savings and include premises liability on both properties which we didn't have with the Germania policies. Harriet Walton seconded. Motion carried.

May 8, 2021 (Via Email Communication)

- **Cemetery Board Slate of Officers for 2021-2022**: Don Grisham moved a motion to approve the following slate of officers for 2021-2022: Gaitha Castleman, president; Don Grisham, vice-president; Joetta Wallace, secretary/treasurer. Harriet Walton seconded. Motion carried.

Gober Cemetery Budget Planning Board Meeting via Zoom

March 20, 2021 10:00am

The Board of Trustees of the Gober Perpetual Care Cemetery Association convened for a virtual budget planning meeting via Zoom with Gaitha Castleman, president, presiding. Other Board members participating were Ruby Polston, Luetta Callahan, Kenny Roberts, Harriet Walton, Frances Ramsey, Megan Griffin and Joetta Wallace. Kellie Blain-Burnside, Heather Regan, and Jeff Green, associate Board members, also participated. Gaitha Castleman opened the meeting with prayer.

- **Review of Previous Year's (2020-21) Budget:**

Joetta Wallace reviewed the 2020-21 budget line items.

- ✓ Joetta Wallace reported Memorial Day/General Fund 2020 contributions were \$7,640.00 to date.

- **Projected Budget Income and Expenses for 2021-2022:**

Joetta Wallace led a discussion of the draft 2021-22 budget line items.

- ✓ Board members recommended the amount for Projected Expenses line item 4 (Investment) be increased from \$0 to \$5,000; the amount for line item 5E (Water) be increased from \$500 to \$700; the amount for line item 5G (Flags) be increased from \$350 to \$500; the amount for line item 5J (Dirt, Gravel, Labor, Curb Removal, Grounds Emergencies) be reduced from \$15,000 to \$10,000.
- ✓ Board members recommended the amount for line item 6 (Contingency Fund) be increased from \$750 to \$1,000 with \$50 being added each year thereafter; the amount for line item 9 (Accounting)

be increased from \$200 to \$300; the amount for line item 11 (Memorial Bench/Placard) be increased from \$1,000 to \$1,500.

✓ Board members recommended line item 8 (Connecting the Community Bags) be deleted.

- **Cancellation of Memorial Day Services May 2021:** Based on board members and community recommendations, Gaitha Castleman cancelled Memorial Day Services in May 2021 due to the Covid-19 pandemic. The May 16, 2021 Board meeting will be held at the Gober Community Center at 2:00pm. With no further business, Harriet Walton closed the meeting with prayer.