

Gober Cemetery Association Minutes of Meetings

May 21, 2017 10:30am

- Gaitha Castleman facilitated the Memorial Day program, **In God We Trust**. Joetta Wallace - keyboard accompanist for the congregational singing; Gaitha Castleman - Welcoming Comments; David Trout – Opening Prayer; David Trout - “America the Beautiful” (*Congregation*); Terry Blose – “Remembering Those Who Have Served/Are Serving”; Stacy Roberts – Special Music; David Trout– “I Will Sing the Wondrous Story” (*Congregation*); Max & Breanna Mercer (*descendant of Bowen family*) – Special Music; Megan Griffin – “Remembering Those Who Have Passed On, May 2016 through May 2017”; Cindy Usher & Luke Brown – Special Music; Kellie Blain Burnside – “Gober Memories”; Ricky Roberts, pastor, Gober Baptist Church – Message “In God We Trust”. Memorable program handouts were designed and provided by Gaitha Castleman.
- The annual business meeting of the Gober Cemetery Association was held at the Gober Community Center following the 2017 Memorial Day program and was called to order with Gaitha Castleman, Cemetery Board president, presiding.
- Minutes of the previous year’s meetings and the financial report were reviewed. Vernon Shive moved a motion to approve the minutes and financial report as presented. Ricky Roberts seconded. Motion carried.
- The Board presented the following slate of Board officers for 2017 – 2018: Gaitha Castleman, President; Don Grisham, Vice-President; Joetta Wallace, Secretary/Treasurer. Ruby Polston moved a motion to approve the slate of officers as presented. Sarah Norris seconded. Motion carried.
- Ricky Roberts closed with prayer; a covered dish lunch followed.

May 21, 2017 2:00pm

The Board of Trustees of the Gober Perpetual Care Community Cemetery Association met at the Gober Community Center with Gaitha Castleman, president, presiding. Other Board members present were John David Smith, Vernon Shive, Luetta Callahan, Ruby Polston, Don Grisham, Kenny Roberts, Harriet Walton, and Joetta Wallace. Frances Ramsey, associate member, and Kellie Blain-Burnside also attended. Gaitha Castleman opened the meeting with prayer. The Board reviewed and approved as presented the minutes for the May 2016 and October 2016 meetings, the minutes of the special meeting held February 2017, and the May 2016-17 financial report.

Committee Reports:

- **Cemetery Caretaker:** Johnny Babers was unable to attend the meeting. Gaitha Castleman reported that Johnny had indicated a need for several new hooks for flags. Don Grisham volunteered to check at Home Depot for the flag hooks. Johnny also noted his concern about curbing in poor condition.
- **Beautification:** Don Grisham reported completion of tree debris removal, crepe myrtle trimming, and the garden bridge staining. Future plans are to paint the trim on the tabernacle.

Old Business:

- **Cremains Guidelines:** Harriet Walton reviewed the draft guidelines and will revise as per Board suggestions.
- **Website:** Joetta Wallace reported that better photos are needed before a Photo Gallery page can be added. Historical Gober Cemetery photos were suggested as a possibility for a future Gallery page.
- **Registry Update:** Not available at this time
- **Cemetery Curbing and Headstone Conditions:** Gaitha Castleman, Don Grisham, Ruby Polston, Kenny Roberts, and Luetta Callahan will identify the gravesites with curbs in poor condition. Families will then be contacted about the curbs that are in poor condition. The group will also make note of headstones that are deteriorated and/or broken. Estimates for repair will then be obtained.
- **Curbing Around Gober School Site:** Don Grisham agreed to contact Johnny Babers to discuss removal of the existing curbs.
- **Deed Correction Update:** Gaitha Castleman indicated no additional deed correction information is available at the present time.
- **Options for Managing Cemetery Funds:** Gaitha Castleman will communicate with a trust management contact at Frost Bank in Ft. Worth, Texas; Frost Bank manages the trust for Mt. Carmel Cemetery.

New Business:

- **Gober Water Board/Old Post Office Property Information:** Information not available - Jan Johnson, Gober Water Board member, was unable to attend the meeting. Ms. Johnson will be placed on the October 2017 Board meeting agenda.
- **New Associate Member:** Harriet Walton moved a motion for Kellie Blain-Burnside to serve as an associate member, replacing Harriet Walton who was elected to the Cemetery Board May 2016. Don Grisham seconded. Motion carried.
- **Consider Budget for 2017-2018:** After a discussion of the budget with a revision to Projected Expenses, line item 6 (Contingency Fund), and line item 8 (Connecting the Community bags), Ruby Polston moved a motion to increase line item 6 from \$500 to \$650 and to decrease line item 8 from \$150 to \$0, retaining all other line items as presented. Vernon Shive seconded. Motion carried.
- **Consider Increasing Costs of Cemetery Gravesites:** After a Board discussion of local area cemetery gravesite fees, Don Grisham moved a motion to increase Gober Cemetery gravesite fees for single lots from \$200 to \$400 and double lots from \$400 to \$750, effective June 1, 2017. Harriet Walton seconded. Motion carried.
- **Paint Touchup on Tabernacle:** As indicated in Committee Reports (Beautification) above, Don Grisham indicated plans have been made to paint the trim on the tabernacle.

- **Identification of Broken/Deteriated Headstones/Monuments:** As indicated in Old Business, bullet 4 (Cemetery Curbing and Headstone Conditions) above, a committee of 5 Board members will survey the Cemetery to identify Headstones in poor condition.
- **Removal of Lichen of Headstones/Monuments:** Harriet Walton agreed to research methods/materials for cleaning the lichen from affected headstones.
- **Cemetery Brochure Review:** After a review of the draft Gober Cemetery brochure, Gaitha Castleman will make final revisions to the brochure as per Board suggestions.
- **Adjournment:** Ruby Polston closed the meeting with prayer.

October 7, 2017 10:00am

- Board members present: Gaitha Castleman, Harriet Walton, Don Grisham, and Luetta Callahan,
- Associate Board members present: Kellie Blain-Burnside and Megan Griffin
- The meeting opened in prayer by Gaitha Castleman. A moment of silence was observed for John David Smith and memories were shared. Mike Nelson is willing to accept a Board member position. Since we were short one voting member of a quorum, an official vote to nominate Mike Nelson for a Board member position will take place in February/March 2018 at the budget meeting. A motion to approve the May 2017 minutes and financial report was moved by Luetta Callahan and seconded by Don Grisham. Motion carried. All observed that it has been a strong year for the money market account.
- **Committee Reports**
- Johnny Babers has purchased all the flag hooks that are needed at this time. He is concerned about the fill dirt. Current vendor is not filtering the dirt and he's looking for other vendor options. Pecan trees were trimmed. Don Grisham reported that the rains washed away a majority of the rubber mulch. He put out 15 bags and discovered he really needed 30. Removed some old plants, will trim roses in winter.
- **Old/Unfinished Business**
- Gaitha reported that no contact had been made with the Water Board other than an exchange of emails. The Cemetery Association's bylaws will not allow it to take over the old post office property.
- Gaitha and Don bought the 60 new chairs and they are now in the storage at the tabernacle and the metal chairs are free for the taking. Need lock for storage area. Megan suggested combination locks and some we can use temporarily. Megan has a couple of locks that she will go ahead and use and replacement locks will be purchased by Gaitha. Megan put new information in the registry at the tabernacle. Megan needs ways to keep up with who is buried. Johnny may need to tell her when there is a burial as he is the contact for the funeral homes. Joetta could be a resource as well. Registry master has been updated for owners. Megan is working hard to organize the book. Maybe visit a couple places to see how they keep up with records. Next newsletter will have information for notifying of change in ownership of plots. Volunteers will plan to meet in fall or spring to walk the cemetery and identify curbing that may need to come out and identify stones that are not readable so that they can be replaced with metal identification. Clark Sanderson finished the survey of the property from the post office to the Baptist Church. He has sent these surveys to Beth Robertson at Cole Title. Gaitha will continue to contact Beth and stay updated on this process. Cemetery funds – Frost Bank - \$5000 to manage funds. Gaitha checking for other options. This effort is to take care of the cemetery years down the road. Trusts are expensive.
- **New Business**
- Broken stones, leaning stones, Johnny will get estimates on getting them fixed. Eroding stones that can't be read may need to get metal markers. Johnny is going to get Wet and Forget for mold.
- **New Brochures.**
- **Cost for Gravesite Base increased** - single \$165 double \$175. In the cremation guidelines, #9 was added because the Board understands that based on previous understandings in place prior to guidelines being established, may warrant some people to be grandfathered. Shirley Oldacre requested that her ashes be buried beside her husband. There is already a stone there with both her name and her husband's name. The Board determined that there was room for her ashes beside her husband. An official vote will take place in February when there is a quorum.
- Gaitha will check with Kashandra Smith Briggs to see if they have found John David's keys to the storage shed and the Community Center. It was agreed that no fall newsletter is needed. Next May – Gaitha wants to have memorial service at tabernacle if possible. It can be weather permitting. Lunch will still be at the Community Center, just have program under Tabernacle. More information will be in spring newsletter.
- Be thinking of ways to honor John David's service to the board. Don recommends a tree. All were requested to gather history for honoring him.
- Financial meeting planned for February or March 2018.
- Meeting closed with prayer by Luetta Callahan.

March 10, 2018 10:00am

The Board of Trustees of the Gober Perpetual Care Cemetery Association convened for a budget-planning meeting at the Gober Community Center with Gaitha Castleman, president, presiding. Other Board members present were Don Grisham, Ruby Polston, Luetta Callahan, Harriet Walton, and Joetta Wallace. Mike Nelson, Megan Griffin, Frances Ramsey, and Kellie Blain-Burnside, associate Board members, also attended. Harriet Walton opened the meeting with prayer.

- **Review of Previous Year's (2017-18) Budget:**

Gaitha Castleman led a discussion of the 2017-18 budget line items.

- ✓ Joetta Wallace reported that Memorial Day 2017 (general fund) contributions were \$4,925.00 to date.

- **Projected Budget Income and Expenses for 2018-2019:**

Gaitha Castleman led a discussion of the draft 2018-19 budget line items.

- ✓ Board members recommended that the amount for Projected Expenses line item 5-F (Electricity) be increased from \$266 to \$400.
- ✓ Board members recommended that the amount for Projected Expenses line item 5-J (Top Soil/Labor/Curbing Removal) be increased from \$1,500 to \$4,000.

- **Special Request for Burial of Cremains:** Don Grisham moved a motion to approve a request from Shirley Oldacre to bury her cremains in the same plot in which her husband is buried. Luetta Callahan seconded. Motion carried.
- **Update on Survey of Cemetery Property:** Gaitha Castleman reported that Sanderson Surveying had completed the applicable cemetery property survey. Cole Title filed the necessary document for adverse filing; however, because the initial document failed to include all surveyed cemetery property, a corrected document will have to be filed.
- **Amended 2017-2018 Budget:** Don Grisham moved a motion to amend the 2017-2018 budget, Projected Expenses line item 7 (Equipment Replacement Fund) be increased from \$1,200 to \$4,000 to provide for the purchase of a new mower. Ruby Polston seconded. Motion carried.

With no further business, Ruby Polston closed the meeting with prayer.

April 25, 2018

Email Communication

RE: 2018-2019 Slate of Officers

The Board approved the following recommendation for the 2018-2019 slate of officers via email:

Gaitha Castleman, president

Don Grisham, vice-president

Joetta Wallace, secretary/treasurer