Calvary Cemetery of Manitowoc  
Advisory Committee Meeting  
April 17, 2019

Attendance: Sheryl Bey, Bob Bonk, Ken Brooks, Bill Gospodarek, Cecilia Maurer, Cal Wester

Additional Attendees**:** Patrick Brandel, Ruthann Ross, Jerry Schermetzler

The meeting was called to order at 4:15 P.M. by Ken Brooks.  
Ken Brooks opened the meeting with a prayer

**Meeting Agenda:** Motion by Bob Bonk to move the Projects Portion of the agenda up to the beginning of the meeting to allow Patrick Brandel sufficient time to address the committee; second by Bill G. to approve the motion; revised agenda approved unanimously.

**Approval of Minutes:** Motion by Cecilia M. second by Bob B. to approve the minutes from the January 16, 2019 meeting, approved unanimously. Jerry will send the approved minutes to the parish for publication to the parish website.

**Open Listening Session:** There were no interested parties present for the Open Listening Session.

**Operations Update:**

**Grounds and Property:**

Lakeland Cemetery Services Contract: There has been no communication between LCS and Pat Brandel since LCS approached us with a new proposal in October of 2018. We have not given our counter proposal that was discussed and agreed upon at the 10/10/2018 meeting as of this day (4/17/2019) because LCS has not communicated with us.

Holy Trinity Columbarium: Jerry reported that we have a family requesting that we change the blue print for the new columbarium to fit their needs with a larger urn. Jerry will look into the possibility of making this happen.

Blessed Angelus Columbarium: Due to a sales spurt, Jerry reported that we are down to one companion niche available. This could have a ripple effect with selling the single spaces as well as niches in our other available locations.

Mapping Out Sections Q – R - S: Discussion was held on possibly adding 3 new sections to the cemetery. Jerry explained that two of the sections would be “Cremation Only” sections. These two sections would be more economical with the need for half the space per grave. SMI gave us a quote to do the land surveying and all “pinning” of the plots. Three companies were approached for bids.

Veteran’s Flag Poles: Jerry reported we have money to install 8 of the 12 flagpoles in front of the mausoleum. He is attempting to have Michael’s Construction do a portion of the job, and finish when the funds are collected.

Mausoleum Table Clean Up: Discussion was held regarding our policy for decorations in the mausoleum. It is recommended that we consider cleaning the mausoleum tables on the same dates we clean the cemetery; April 15th and October 15th. Jerry is checking with other mausoleums to see what their procedures are and will report back at the next meeting.

St. Mary’s: Jerry reported that we have two trees next to our road that have large cracks in them. We may need to have these removed before damage is done to markers and roads.

Calvary: Roads are in need of repair. Snow plowing was done in such a way as to not tear up the blacktop.

Pressure Tank is in need of repair or replacement. The bladder has a hole in it. And only one of our two tanks are functional at this time. Mike Spaeth has been notified.

**Ministry:** Jerry reported that our attendance has been up for our first Friday Rosary at Calvary. The schedule for the rest of the year will be available after the Packer schedule is announced.

Mass attendance for the first Saturday Mass is averaging 66 people.

Our Luminary Service will be Good Friday beginning around dusk. Over 1200 candles will be lit at our three active cemeteries. Please come visit and help us remember our deceased family, friends and fellow parishioners.

**Finance:** Jerry shared the current account balances for our projects.

Rose Garden: 2954.32

Veteran’s Flag Poles 1937

Gianna’s Garden 1741-35

Sound System 1030.02

Road Repair Fund 185

Ken Brooks shared the financial statement. His report included our Statement of Financial Position as well as Income and Expense reports. Discussion followed.

Our next meeting is scheduled for Thursday, July 18, 2019 at 4:15pm at the cemetery/mausoleum office located at 2601 South 14th Street.

Bill G. made a motion to adjourn, seconded by Bob B.

The meeting was adjourned at 5:40pm.

The meeting closed with a community prayer.

Respectfully submitted,

Jerry Schermetzler