

Calvary Cemetery of Manitowoc Committee
December 21, 2017

Attendance: Ken Brooks, Cecilia Maurer, Bob Bonk, Bill Gospodarek

Additional Attendees: Fr. Doug LeCaptain, Jerry Schermetzler

Excused: Sheryl Bey

Absent: Cal Wester

The meeting was called to order at 4:15 p.m. by Ken Brooks,
Fr. Doug opened the meeting with a prayer.

Meeting Agenda: The agenda received via mail was approved.

Approval of Minutes: A motion was made by Bill Gospodarek and seconded by Bob Bonk to approve the minutes of our September 21, 2017 meeting with one addition, Bill Gospodarek was absent from the meeting held on 09/21/2017. Motion was carried by voice vote to approve. Jerry will send the approved minutes to the parish office for publication to the parish website.

Opening Listening Session: There were no interested parties present for the Open Listening Session. Fr. Doug explained the new procedure that the parish is implementing where we ask individuals wishing to speak to any parish committee fill out a request form. To assist in giving timely and fair consideration to any party that is interested in speaking to our committee, we request the form be filed at least one week prior to our upcoming meeting. The request form will be available at the Cemetery Office as well as the Parish Office.

Operations Update: Jerry handed out the latest newsletter along with a graph indicating our property sales for the past month/quarter/year. Also included were the number of committal services performed and a breakdown of traditional versus cremation committal services. 2017 has been our busiest year for services since we started operations back in 2011.

The outdoor Rosary scheduled for St. Gianna's Feast Day, Saturday, April 28th will be scheduled for 9:00a.m. Our two other outdoor rosaries will remain as scheduled at 5:30 p.m.

Jerry reported that there seems to be more people experiencing the "winter blues" this Christmas Season. We do offer literature specific to individual type of loss and our parish "Season of Hope" pamphlets available for guests that are dealing with holiday depression.

Construction on South 10th Street has been completed and Jerry reported that the Vinton Construction crews did a fantastic job of showing respect and reverence whenever we were up in the cemetery with families and funerals. When possible, the crew stopped working in our area so we could do our business without the extra noise. And the street and our new entrances are fabulous!

Our cemetery roads, mausoleum carpeting, and security cameras are projects that we want to keep on the back burner for the near future. For long range plans, we need to address cemetery expansion, adding up to three more sections in the cemetery; two of which would be cremation specific.

150 YEARS; Jerry reported that Calvary Cemetery will be 150 years old on August 31, 2018. He will be forming a committee to look at how we may celebrate this historic event. Bill Gospodarek volunteered to represent the cemetery committee.

The price increases proposed at our September meeting were approved and will go into effect on January 1, 2018. Jerry will advise the funeral homes of our increases.

Our scheduled quarterly meetings for 2018 are March 15; June 21; September 20; and December 20 (3rd Thursday)

Current Account Balances: as of 12/21/2017

Rose Garden Fund:	\$4315.28
Sound System:	\$1063.00
Gianna's Garden:	\$1837.88
Veteran's Flag Poles:	\$1114.00
Roads:	\$185.00

Jerry reported that Colleen retired 11/16/2017 and that Michelle Peters has agreed to start employment with us in January on a part-time basis. Michelle is currently the Religious Ed Coordinator for the parish.

Ken shared with the group the latest financial statements for the cemetery and mausoleum. Discussion followed with regards to our Perpetual Care Funds, Assets and Investments and Inventory. It is understood that the more property sales we generate the better our financial figures will be.

Our next meeting is scheduled for Thursday March 15, 2018 at 4:15 p.m. at the cemetery/mausoleum office.

Bill made a motion to adjourn, seconded by Cecilia.

The meeting was adjourned at 5:49 p.m.

The meeting closed with a community prayer.

Respectfully submitted,

Jerry Schermetzler