

Holy Cross Parish Cemetery Committee Meeting Minutes

October 14th, 2025

5:30pm – KCP Joint Parish Center

Attendees: Fr. Luke Ferris, Dave Haessly, Cheryl Van Toll, Helen Dercks, Tom Van Heuklon, Scott Hietpas, Cristina Heindel

Excused: Greg Tagge

Meeting Minutes – Helen approved; Tom, seconded

Financial Report- Tom approved; Helen, seconded

Old Business:

1. **Financial Review** – Helen was working with Cheryl regarding a classification was not showing up on the balance sheet. Cheryl reached out to the Diocese and was able to get it updated. Balance sheet will show this update next month. A/R is current! O'Connell check was received. Thanks to Cheryl and Helen persistence to get the A/R account current.
2. **Landscape/Tree Project** -Tom stated that half of the seedlings did not make it over the summer. Proposal - planting 25 next spring. **ACTION – Tom to provide update on the selection of trees and where they are to be planted.**
3. **Wisconsin Historical Society/Site update approval** – Dave commented that the Historical Society just wants to be updated when we have a major project. **ACTION – project completed – remove from agenda.**
4. **Monument Issue:** Scott stated that a family ordered a monument from an online company, it was installed correctly, met cemetery standards. **ACTION – note as completed, remove from agenda.**
5. **HVAC Update** – KCP repaid the balance in full. **ACTION – agenda item completed, remove from agenda.**
6. **Flagpole Repair** – Table project to 2026 agenda
7. **Equipment Report**
 - a. Lawn Mower – Scott is working with a buyer to sell the rider lawnmower. Scott Received an offer for \$400, (committee approved the offer) and he will need to follow up with the buyer (Vanden Bloomer, Dundas). After this sale, we will have the Toro and the Cub Cadet.
 - b. Equipment Update – all other equipment is running, no immediate needs.
8. **Website Update** – Maps and link to MoserSoft are now available on the KCP website. Only request for Cheryl is the ability to see the purchased lots (lots that are sold but not occupied). Scot stated that Cheryl would need manager access to see all information. The members agreed having more than one person with managing access would not be a good idea – may lead to unauthorized changes in accounts. Cristina commented that we should start to look at other software programs that may offer accessibility for committee members and families. **ACTION – Topic to be added to 2026 agenda**
9. **Cemetery Rules and Regulations** – No updates
10. **Tom Romenesko Wage Increase** – **ACTION – agenda item completed, remove from agenda.**

11. Lease Agreement – Cheryl reached out to Kasey & Kerry Meyer regarding the option to lease the cemetery property behind their house at \$2500 a year. The Meyer's were not interested in leasing and stated that they would prefer to purchase the property. Initially, the members were against selling the property, after much discussion lead by Fr Luke, selling the property may be the best option. The property that is adjacent to the Meyer property is not being used at this time. **ACTION – Tom and Scott to reach out to Kasey & Kerry Meyer to walk the property and get details on size of the property they would like to purchase.**

12. Tim Harvey

a. **Monument Base Repair** – Scott reported that the monument has been fixed.

ACTION – Dave will give Tim a call to let him know that it has been completed.

b. **Lambie Monument Placement** – Dave stated that he will set up time with John Lambie regarding the placement of the headstone. The conversation will include an opportunity to move the headstone to another location, of his choosing. **ACTION – Dave to report back regarding his discussion with John Lambie.**

13. Holy Cross Financial Review – Helen stated in prior years, the cemetery association had a financial advisor provide an annual financial review of investments. She added that it would be a good idea to bring someone in from the Diocese for an update. **ACTION – Cheryl will work with the Diocese for a person to attend our January meeting. Provide an update of investment accounts.**

Motion to Adjourn: Helen motioned; Tom seconded

Meeting adjourned at: 6:30pm

Meeting Date: January 13th at KCP Joint Parish Office

Topic: Quarterly Financial Review