



# Arlington Cemetery Advisory Board General Meeting

Tuesday February 16, 2021 2:30PM

Zoom Meeting, Call 360-403-3428 for access

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## Attendees:

### Cemetery Advisory Board Members:

Maxine Jenft  
Allen Ice  
Leilani Lucrisia  
Annette Patterson  
DeAnn Bennett

### Public Works Members

Jim Kelly - Public Works Director  
Tawnya Post - Cemetery Coordinator, PW Cemetery  
Kris Wallace – Staff Accountant, PW Utilities  
Debora Nelson – Council Member

### General Meeting Agenda:

1. Introduction to NEW CEMETERY BOARD
2. Minutes & Approval (December was a round table Zoom Meeting – no minutes)
3. Revenue & Expense Report
4. Cemetery Activities
5. Update on Opening & Closing Hours
6. Landscaping Contract Year End Review
7. Fee Schedule Discussion
8. Discussion on 2021 Proposed Projects
9. Volunteer Group – Headstone Cleaning
10. Meeting Schedule for 2021

### New Business:

### Other:

1. Schedule next meeting
  - April 20, 2021

### Adjourn



# Arlington Cemetery Advisory Board

## MEETING MINUTES

December 1, 2020 / 2:30 PM

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### **Board Members:**

Maxine Jenft  
Allen Ice  
Annette Patterson  
Leilani Lucrisia  
DeAnn Bennett

### **City Members:**

Jim Kelly - Public Works Director  
Tawnya Post – Cemetery Coordinator  
Kris Wallace – Staff Accountant, PW Utilities  
Debora Nelson – Council Member

### **Meeting:**

The December 1, 2020 meeting took place as a Zoom meeting with discussions and no actions taken on items. Waiting for the 2021 meeting to move forward with all Board positions filled.

### **DISCUSSION ITEMS:**

#### **Minutes & Approval:**

#### **Vacant Board Position – Interview/Selection:**

#### **New Board President Discussion:**

#### **Revenue & Expense Report:**

#### **Cemetery Activities:**

#### **Changes of Burial Times for Graveside Services:**

#### **Update on Contracting Cemetery Maintenance:**

#### **Tent Selection:**

#### **Contact Information Update:**

#### **Meeting Schedule for 2021:**

The next meeting will be held on **January 19, 2021 at 2:30 pm.**

There being no further business to discuss, the meeting was adjourned at 4pm.

Respectfully submitted by:

Tawnya Post  
Cemetery Coordinator