

DeFuniak Springs Cemetery Board  
Regular Meeting  
April 17, 2018

The following members were present: Cemetery Board Members Mayor Bob Campbell, Jack Owen, and Lee Thomas, Assistant City Manager Craig Drake, Municipal Services Supervisor Scott Simmons, Cemetery Grounds Supervisor Darren Donaldson and City Clerk Loretta Laird. The following members were absent from the meeting: Finance Supervisor Morgan Hulion.

Mayor Campbell called the meeting to order at 4 p.m.

**City Clerk Loretta Laird**

**Meeting Minutes**

**January 16, 2018 – Regular Meeting**

City Clerk Loretta Laird presented the January 16, 2018, regular meeting minutes for approval.

***Committee member Thomas made a motion to approve the January 16, 2018, regular meeting minutes as presented, seconded by Committee member Owen. Campbell: Aye; Owen: Aye; Thomas: Aye Motion carried 3-0.***

**Citizen Comments**

There were no citizen comments.

**Request to be on the agenda**

**Indigent Burials – Joel Glenn, Clary-Glenn Funeral Home**

Joel Glenn, Clary-Glenn Funeral Home owner, requested the cemetery permit fee of \$50.00 be waived for indigent burials. Discussion occurred relating to amending the ordinance to have the permit fee waived for future indigent burials.

***Committee member Thomas made a motion to recommend to the city council an amendment to the current ordinance to waive the \$50 permit fee for all future indigent burials, seconded by Committee member Owen. Campbell: Aye; Owen: Aye; Thomas: Aye Motion carried 3-0.***

**Exchange of plots within Section 1527, Block 14, Lot 82 – Kenneth Jackson**

City Clerk Loretta Laird stated Jackson has requested to switch plot 5 with plot 8 in Section 1527, Block 14, Lot 82. Laird stated four plots were purchased by Edna M Jackson which included plots 7, 8, 9, and 11. H Markess purchased plots 4, 5, and 6, so Jackson was requesting to have all his plots in a single row, which would provide Markess' plots in a single row.

***Committee member Owen made a motion to allow the switch of plot 5 from Markess' name to Jackson; and plot 8 from Jackson to Markess' name within Section 1527, Block 14, Lot 82, seconded by Committee member Owen. Campbell: Aye; Owen: Aye; Thomas: Aye Motion carried 3-0.***

**City Clerk Loretta Laird**

**Davis plot purchase back**

City Clerk Loretta Laird presented a request from the family of Maxine Davis to allow the city to purchase back one burial plot for a total amount of \$400. Laird stated the original deed has been provided, along with proof of purchase.

***Committee member Thomas made a motion for the city to purchase back one burial plot from the family of Maxine Davis located in Section 1527 Block 14 Lot 69 Plot 8 for the amount of \$400, seconded by Committee member Owen. Campbell: Aye; Owen: Aye; Thomas: Aye Motion carried 3-0.***

**Monument requirements**

City Clerk Loretta Laird presented information received from the State of Florida Department of Financial Services Division of Funeral, Cemetery and Consumer Services relating to monument company requirements.

***Committee member Owen made a motion to have all monument companies comply with state law relating to monument installation, coping, chipping, etc. within Magnolia Cemetery effective June 1, 2018, seconded by Committee member Thomas. Campbell: Aye; Owen: Aye; Thomas: Aye Motion carried 3-0.***

Unmarked grave markers

City Clerk Loretta Laird presented a list of unmarked graves that are within Magnolia Cemetery. Laird stated the list includes 41 individuals that do not have markers.

**Committee member Owen discussed having 10 markers constructed with death dates prior to 1970, seconded by Committee member Thomas.** Campbell: Aye; Owen: Aye; **Thomas: Aye Motion carried 3-0.**

Numbered Section city-owned plots

City Clerk Loretta Laird inquired to the option of being able to sell the city-owned plots that have been purchased back from previous deed owners within the numbered sections of the cemetery. Consensus of the committee was to bring this agenda item back at the next regular meeting.

Map update

City Clerk Loretta Laird provided an update relating to the Magnolia Cemetery mapping project. Laird stated she has completed over half the cemetery at this time and continues to work on the project when time permits.

**Finance Supervisor Morgan Hulion**

2018 Revenue & Expenditures


City Clerk Loretta Laird discussed the 2018 revenue and expenditure reports for Magnolia Cemetery. The report shows \$17,030 being collected for cemetery plot purchases and \$1,850 for cemetery permits.

There being no further business, Mayor Campbell adjourned the meeting at 4:53 p.m.

ADOPTED this 17<sup>th</sup> day of July, 2018.

  
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Bob Campbell, Mayor

ATTEST:

  
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Loretta A Laird, City Clerk