

**CEMETERY BOARD
MEETING MINUTES
SEPTEMBER 17, 2013**

PRESENT: Ed Greenfield, Kathleen Cantu, Clyde Rupnow, and Francis Groh (via GoToMeeting)

EXCUSED: Mary Lehman

STAFF: Brittany Lewin, Executive Director; Karen Rude-Evans, Bureau Assistant

CALL TO ORDER

Clyde Rupnow, Chair, called the meeting to order at 9:08 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Kathleen Cantu moved, seconded by Ed Greenfield, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF SEPTEMBER 17, 2013

MOTION: Ed Greenfield moved, seconded by Kathleen Cantu, to approve the minutes from September 17, 2013 as written. Motion carried unanimously.

CONVENE TO CLOSED

MOTION: Kathleen Cantu moved, seconded by Ed Greenfield, to convene to closed session to deliberate on cases following hearing (s.19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Clyde Rupnow read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Ed Greenfield – yes; Frank Groh – yes; Kathleen Cantu – yes; Clyde Rupnow – yes. Motion carried unanimously.

The Board convened into Closed Session at 9:55 a.m.

RECONVENE TO OPEN SESSION

MOTION: Kathleen Cantu moved, seconded by Ed Greenfield, to reconvene to open session. Motion carried unanimously.

The Board reconvened into Open Session at 1:12 a.m.

PRACTICE MATTERS

MOTION: Ed Greenfield moved, seconded by Kathleen Cantu, to deny the request of The Bronze Stone Group to withdraw funds from the Perpetual Care fund at Valhalla Memorial Park pursuant to §157.11(9)(g), Stats. Motion carried. Clyde Rupnow abstained from voting.

APPLICATION MATTERS

MOTION: Frank Groh moved, seconded by Ed Greenfield, to grant the request of Rural Home Cemetery Association to surrender their cemetery to the Village of Big Bend. Motion carried unanimously.

MOTION: Frank Groh moved, seconded by Kathleen Cantu, to refer the matter regarding Rural Home Cemetery Association to the Division of Legal Services and Compliance for investigation. Motion carried unanimously.

MOTION: Ed Greenfield moved, seconded by Kathleen Cantu, to table Woodlawn Cemetery LLC's application to transfer care funds and pre-need funds and request Woodlawn Cemetery LLC to provide the total dollar amount of the Care Funds and pre-need funds to be transferred, and to appoint Clyde Rupnow to review the information when received, and approve the transfer of the funds. Motion carried unanimously.

VOTE ON ITEMS DELIBERATED UPON IN CLOSED SESSION IF VOTING IS APPROPRIATE

MOTION: Kathleen Cantu moved, seconded by Frank Groh, to affirm all votes made in closed session. Motion carried unanimously.

ADJOURNMENT

MOTION: Kathleen Cantu moved, seconded by Ed Greenfield, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:13 a.m.