

**Greenwood Cemetery Advisory Board Minutes**  
**October 3, 2025**  
**Municipal Building, 151 Martin**  
**8:30 a.m.**

**I. Call To Order**

Linda Buchanan, Chair, called the meeting to order at 8:30 a.m.

**II. Roll Call**

Present: Chair Linda Buchanan, Vice Chair Linda Peterson; Board Members Laura Schreiner, Margaret Suter

Absent: None

Staff: City Clerk Bingham

**III. Introduction of Guests**

Prior GCAB member Paul Connell was in attendance.

**IV. Approval of the Minutes**

**MOTION:** by Buchanan, seconded by Suter:

To move that the minutes from September 5th, 2025 be accepted as amended.

**VOTE:** Yeas, 4  
Nays, 0

**V. Unfinished Business**

**VI. New Business**

A. Draft 2024-2025 Annual Report

CC Bingham presented the item and answered informational questions from the Board.

Board discussion was as follows:

- At the close of the fiscal year, Paul Connell was on the Board.
- The report was well done.

**MOTION:** by Buchanan, seconded by Suter:

To move acceptance of the draft of the annual report for '24-'25 as amended.

**VOTE:** Yeas, 4  
Nays, 0

B. Greenwood Cemetery Advisory Board Ordinance Discussion regarding Board Composition

Board discussion was as follows:

- The day and time should remain the same.
- The Board should largely maintain its resident-only composition.
- The Board could consider opening up one or two spots to non-residents with some defined interest in the City or Cemetery.
- It could be appropriate to allow a non-resident funeral professional, since professional perspectives are valuable. It might be challenging to find a resident funeral professional interested in serving on the Board.
- Since the Board has had a difficult time filling positions, allowing one or two non-resident members or reducing the size of the Board could be appropriate.
- Alternatively, the Board should pursue increased publication of its vacancies before changing the Board composition.
- Other City boards and committees also have vacancies.
- A Board with seven members, versus fewer, adds more credibility to the Board discussions and votes.
- While the historical aspect of the Cemetery is a component of the Board's purview, it is not the Board's primary charge.
- It would be beneficial to get younger members on the Board.
- Paul Connell has been participating as a member of the public, which has been helpful.
- Public input should be encouraged.
- The ordinance should remain as-is for now, with future re-discussion being an option.

C. Set schedule for 2026

Board discussion was as follows:

- The schedule looked appropriate.

D. Future Business

- a. December 5, 2025
  - i. Updates from Cheri Arcome, Creative Collaborations & David Carter, Carter Preservation
  - ii. Discuss goals/priorities and give input on recommended budget requests for the cemetery for the 2026-27 FY
  - iii. Follow up on columbarium opportunities
- b. Other Items for Consideration

<b>VII. Reports</b>
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- A. Update from Museum Director Leslie Pielack
- B. Update from Clerk's Office
- C. Financial Reports
- D. Cemetery Sales & Activity
- E. City Manager's Reports

## **VIII. Open to the Public for Matters Not on the Agenda**

Paul Connell commented regarding a potential columbarium and attendant details.

## **IX. Board Comments**

Board discussion was as follows:

- The Cemetery needs turf, water, and rebuilding.
- There should be some information at the Cemetery linking to Find a Grave.
- Alternatively, that might not be appropriate since all of the buried individuals in the Cemetery are not listed on Find a Grave.
- Benches with niches should be discussed as a future topic.
- It would be helpful to have proposed measurements and any other available data about a proposed columbarium at a future meeting.
- A columbarium could be installed while a shed also remains on-site for storage. It would be important to determine if installing a columbarium near the shed might affect desirability.
- Ensuring that larger equipment could enter the shed would be necessary.
- It would be necessary to bid out a columbarium installation due to the cost.
- Getting advice from Cheri Arcome on a potential columbarium would be prudent.
- The shed should be enclosed and offer door access.
- The proposed columbarium installation area is near a number of graves.
- If the proposed columbarium were about the size of Pine Lakes', it might not be financially reasonable.
- The demand and the timing for a return on investment for the columbarium would be important to understand.
- Section F cannot be used for burial purposes according to a prior study, and it is likely also too unstable to be used for a columbarium.
- It would be worth asking Ms. Arcome whether other locations might support a columbarium.
- The Board appreciated Mr. Connell's work on providing the background information regarding a columbarium. The Board now needs to determine whether a columbarium is desirable, feasible, and cost-efficient.
- While a concern had been raised about whether the lettering on the restored headstones was becoming less legible during cleaning, it seems that is not the case.
- Carter Preservation has a very positive reputation for its restoration work.
- Frances Stern, wife of previous GCAB member George Stern, passed away. The Chair reached out to Mr. Stern to extend condolences.

## **X. Adjournment**

The meeting was adjourned at 10:14 a.m.



Alexandria Bingham, City Clerk

Laura Eichenhorn, City Transcriptionist

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