

Greenwood Cemetery Advisory Board Minutes
September 5, 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. 2025-2026 Organization

- A. Congratulations to reappointed and new members
- B. Nomination and Selection of Chair and Vice Chair

It was noted that the Board had the right to give different members the opportunity to be Chair or Vice Chair, and that it could help with continuity. It was also noted that every year Chair and Vice Chair elections have been held, and any member could nominate another member or themselves for these positions.¹

MOTION: Nomination by Suter:
Linda Buchanan has been nominated.

VOTE: Yeas, 4
Nays, 0

MOTION: Nomination by Suter:
For Linda Peterson to be Vice Chair.

VOTE: Yeas, 4
Nays, 0

IV. Approval of the Minutes

MOTION: by Buchanan, seconded by Schreiner:
To move that the minutes of the May 2nd meeting, 2025, be accepted as is.

VOTE: Yeas, 4
Nays, 0

V. Unfinished Business

VI. New Business

- A. Draft 2024-2025 Annual Report

The Chair and CC Bingham reviewed the item.

Board discussion was as follows:

- While there are many non-resident plot purchases, the ordinance currently does not allow a non-resident board member to serve on the Board.
- The report helpfully illustrated sales trends. Last year had the most sales of the last few years.
- Residents and non-residents were buried at comparable rates in the last year. Burials and inurnments also occurred at comparable rates in the last year.

¹ As amended at the October 2025 meeting.

- Staff should clarify whether unrealized/capital gain is part of the Cemetery’s income. While the report should reflect the information accordingly once it is clarified, it does not need to return to the Board for review.
- In the past the Board has been told that unrealized/capital gain is not part of the Cemetery’s income.
- Some felt that historic preservation in the Cemetery was generally being conducted well.
- There were some concerns that some of the gravestones were being over-cleaned, thus decreasing the legibility of the stones. It was recommended that these concerns be communicated to the contractor in charge of the cleaning.
- There was interest in learning more about the range of options available for cleaning the gravestones, as well as the range of options for preserving the information.
- Preservationists are very careful about avoiding the erosion of lettering on the gravestones.
- Under ‘long term goals’, the monument/marker inventory survey and the GIS mapping could be combined into one goal reflecting the preservation efforts, such as Find a Grave, that are already being carried out.

The Board took a brief recess, and returned from recess.

B. Future Business

a. October 3, 2025

- i. Finalize the 2024-2025 Annual Report
- ii. Follow up on columbarium opportunities consideration

Board discussion was as follows:

- The Board would like to discuss possibly lowering the number of Board members from seven to five at the next meeting, and also to discuss potentially modifying the ordinance in terms of who might serve on the Board.

b. Other Items for Consideration

Board discussion was as follows:

- December’s meeting should include a presentation from Carter Preservation and Creative Collaborations before the preservation work resumes, and a discussion of future goals and priorities.

VII. Reports

- 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 site and the attendant details.

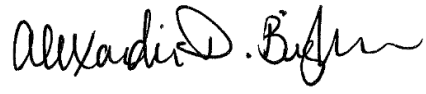
IX. Board Comments

Board discussion was as follows:

- The posted March 7, 2025 meeting minutes should be double-checked.
- More information would be needed for the upcoming discussion about a potential columbarium.
- It would also be beneficial to determine whether there might be other locations for cremain interment.
- Google says Greenwood is open 24 hours. This should be updated if possible.
- The Cemetery’s bicentennial was being celebrated.

X. Adjournment

The meeting was adjourned at 9:56 a.m.



Alexandria Bingham, City Clerk



Laura Eichenhorn, City Transcriptionist