

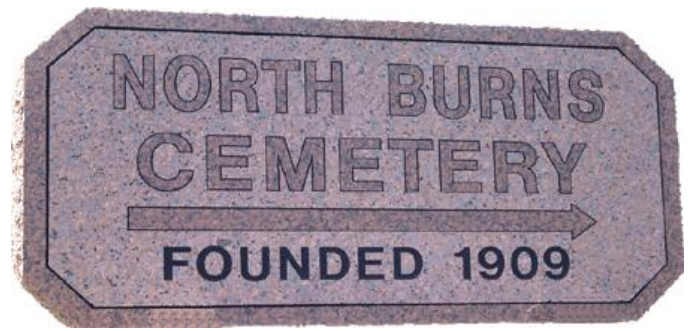
# North Burns Cemetery Association

P.O. Box 25 Burns Flat, Oklahoma 73624

2 Mi South & ½ Mi West of Burns Flat, Oklahoma

[www.cottonboll.com/~north\\_burns\\_cemetery](http://www.cottonboll.com/~north_burns_cemetery)

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## Minutes, Cemetery Board Meeting May 29, 2011

Superintendent/President Steve Kennemer called the North Burns Cemetery Association Annual Meeting to order at 1:30 pm on Sunday May 29, 2011.

Patricia Dickson made a motion to approve the minutes as written. Connie Kennemer seconded the motion, which was approved.

The financial statements were reviewed and the following was discussed:

- The \$35.00 on insurance is a membership fee for Farm Bureau. Cheryl Adams has an invoice for \$122.00 to be paid which will be reflected on next year's statement.
- The \$350.00 fee for tax preparation was reviewed. Don Britton requested the tax information be forwarded to him and he is willing to have the IRS information prepared. The cemetery tax year ends on April 30. The IRS must be submitted no later than September 30 of each year.
- Don Britton will check on the IRS Regulation that states the minimum amount which would require a receipt to be issued by the association.
- The mowers were discussed. We should send a 1099 each year for the lawn moving service.
- We currently have \$5000.00 in Edward Jones. Farm Bureau annuities is paying a larger dividend but the membership wishes to leave the associations monies in two separate institutions.

We owe our financial security to the hard work of many of our parents and grandparents. We wish to mention W.T. Rouse, Russell Shinn, and Bertha Richmond for their dedication.

Benches at the grave site are beginning to be a problem. In the original regulations set forth in 1927, (item #10) the following stipulation was made:

- No Lots or parcels of grounds shall be defined by an so-called fence, railing, coping, hedge, embankment or ditch, or contain any case, seat, wirework, rock or other architectural object or any wooden structure except as is specifically allowed and consented to by the Board of Trustees.

This will be addressed in next year's annual letter.

Portable flag mounts are in need of repair and additional mounts need to be built for veterans grave sites in the cemetery. Terry Shinn made a motion to remove flag mounts that hold the flags until such time that they can be repaired/replaced and an updated list of veterans who should have a flag placed on their grave site on Memorial and Veterans Day. Steve Kennemer seconded the motion which was in agreement with everyone in attendance.

The need for two signs was discussed. One that listed "North Burns Cemetery, P.O. Box 25, Burns Flat, OK 73624" and one that request "No Driving on Grass". Don Dickson will take care of having signs prepared and posted. Cheryl Adams will make an appeal in the annual letter requesting "No Driving on Grass".

There was a great deal of discussion on the cemetery fence, gates, and flag pole. Patricia Dickson made a motion to table until next year when we may have more information. Don Dickson seconded the motion which carried.

Board Member Bertha Richmond passed away this year. Cheryl Adams cautioned that we should be cautious about have two board members of the same family on the signature card. Our checks currently have the stipulation that checks over \$500 have two signatures. This stipulation is printed on the check.

Chris Ruiz nominated Connie Kennemer to replace the vacated position of Bertha Richmond. Terry Shinn seconded the motion which carried.

Meeting Adjourned.

Submitted by:

A handwritten signature in cursive script that reads 'Cheryl Adams'.

Cheryl Adams, Secretary-Treasurer

The officers and members are as follows:

- Steve Kennemer, President
- Terry L. Shinn, Vice-President
- Cheryl Adams, Secretary-Treasurer
- Connie Kennemer, Member
- Chris Ruiz, Member

### Agenda May 27 2012

Call Meeting to Order  
Approve Minutes  
Approve Financial Statements

#### Old Business:

- Don Britton-IRS Regulation on donation receipts
- Cemetery fence, gates and flagpoles
- Burial updates to map

#### New Business