

SHARP'S CEMETERY MEETING AGENDA

JANUARY 9, 2012

1. CALL MEETING TO ORDER
2. COMPUTERIZING SHARP'S CEMETERY PROCEDURAL MANUAL STATUS
 - a. PROCEDURAL MANUAL STATUS UPDATE
 1. HOW MANY MANUALS REQUIRED?
 2. CUSTODIAL OF PROCEDURAL MANUALS?
 3. FINALIZE PROCEDURAL MANUAL
3. STATUS OF DEVELOPMENT OF CEMETERY MAP
 - a. PAMELA GOFFINET'S PROGRESS
 - b. SET UP MEETING WITH PAMELA TO REVIEW REQUIREMENTS
4. SHARP'S CEMETERY DATA BASE STATUS
 - A. UPDATE STATUS?
5. CREMATION REMAINS PROCEDURE
 - A. OVER EXISTING BURIALS?
 - B. NEW BURIAL PLOT?
 - C. STATUS OF LAYING OUT CREMATION REMAINS AREA?
5. SHARP'S CEMETERY FINANCIAL STATUS
 - a. CASH BALANCE _____
 - b. INVESTMENT ACCOUNT VALUE _____
 - c. TOTAL VALUE _____
6. SECRETARY
 - a. DISTRIBUTION OF MINUTES METHOD
7. OTHER BUSINESS
8. NEXT MEETING DATE