

**Maplewood Cemetery Association**  
c/o 244 Edgemoor Road  
Rochester, NY 14618

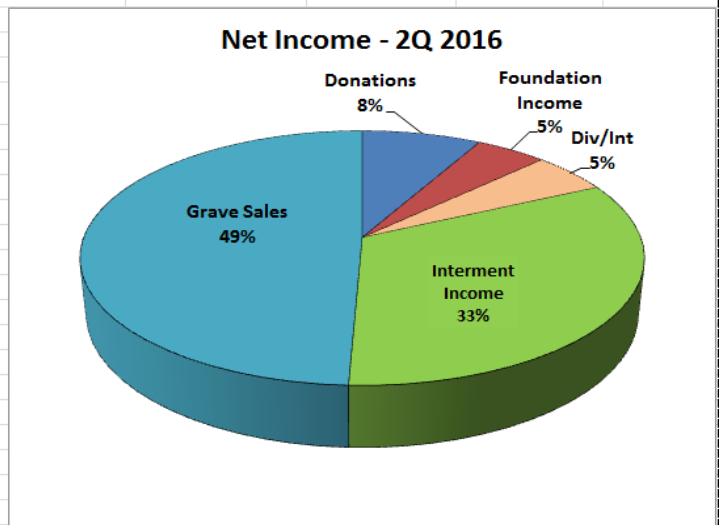
**Maplewood Cemetery Association**  
**Quarterly Board Meeting**  
June 1, 2016

President Margaret Hayes called the Directors Quarterly meeting to order.

**Secretary's Report:** Linda Stockmaster read the minutes of the March 2016 Quarterly meeting. A motion to approve was made by Hank Wallace, seconded by Shirley Miller and approved.

**Treasurer's Business Report:** Gary: 2016 Business Report – 2nd Quarter 2016. Business has been steady and income is good. The NY State Cemetery audit for 2012 – 2015 was passed. A motion to approve was made by George, seconded by John and approved.

| Business Report as of 5/31/2016                                                                                                                                                                                                                                                                                                                |                   | 2Q 2016                |                         |                           |                   |               |                |                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------|-------------------------|---------------------------|-------------------|---------------|----------------|----------------------|
| Checking:                                                                                                                                                                                                                                                                                                                                      | 1st Niagara       | General Savings:       | Vanguard (3)            | General Accounts 2016 YTD | PM Accounts:      | Vanguard      | Key Bank (CDs) | PM Accounts 2016 YTD |
| Balance Forward                                                                                                                                                                                                                                                                                                                                | \$ 20,489.96      | Balance Forward        | \$ 46,664.90            | \$ 60,461.69              | Balance Forward   | \$ 194,066.94 | \$ 50,480.59   | \$ 243,398.10        |
| Receipts/Deposit (1)                                                                                                                                                                                                                                                                                                                           | \$ 61,059.63      | Receipts/Deposits      | \$ 2,898.83             | \$ 63,958.46              | Receipts/Deposits | \$ 39,694.79  | \$ 64.89       | \$ 39,759.68         |
| Expenses (1) (2)                                                                                                                                                                                                                                                                                                                               | \$ (47,500.39)    | Expenses               | \$ (1,971.17)           | \$ (49,471.56)            | Expenses (4)      | \$ (1,661.30) | \$ (24,432.06) | \$ (26,093.36)       |
| Balance                                                                                                                                                                                                                                                                                                                                        | \$ 34,049.20      | Balance                | \$ 47,592.56            | \$ 81,641.76              | Balance           | \$ 232,100.43 | \$ 26,113.42   | \$ 258,213.85        |
| <ul style="list-style-type: none"> <li>(1) Checking Notes: Includes redeemed CD pass-through</li> <li>(2) Checking Notes: Includes funds transferred for PM Required</li> <li>(3) General Savings Notes: Now includes Vanguard brokerage fund 'VOE'</li> <li>(4) PM Notes: CD Redemption. Funds moved to Vanguard PM, Market Change</li> </ul> |                   |                        |                         |                           |                   |               |                |                      |
| Business Report                                                                                                                                                                                                                                                                                                                                | Current YTD       | Last Year (FY 2015)    | Average (past 47 years) |                           |                   |               |                |                      |
| Grave Sales                                                                                                                                                                                                                                                                                                                                    | 10                | 25                     | 49                      |                           |                   |               |                |                      |
| Interments - Full (total)                                                                                                                                                                                                                                                                                                                      | 16 (25)           | 25 (48)                | 41 (combined)           |                           |                   |               |                |                      |
| Interments - Cremated                                                                                                                                                                                                                                                                                                                          | 9                 | 24                     |                         |                           |                   |               |                |                      |
| Foundations                                                                                                                                                                                                                                                                                                                                    | 10                | 23                     | -                       |                           |                   |               |                |                      |
| Section Availability                                                                                                                                                                                                                                                                                                                           | # Graves          | Income - YTD           | Net Income              |                           |                   |               |                |                      |
| C                                                                                                                                                                                                                                                                                                                                              | 1                 | Donations              | \$ 2,250.00             |                           |                   |               |                |                      |
| D                                                                                                                                                                                                                                                                                                                                              | 15                | Foundation Income      | \$ 1,338.00             |                           |                   |               |                |                      |
| F*                                                                                                                                                                                                                                                                                                                                             | 12                | Div/Int                | \$ 1,451.79             |                           |                   |               |                |                      |
| H                                                                                                                                                                                                                                                                                                                                              | 3                 | Interment Income       | \$ 9,230.00             |                           |                   |               |                |                      |
| J                                                                                                                                                                                                                                                                                                                                              | 536               | Grave Sales            | \$ 13,900.00            |                           |                   |               |                |                      |
| K                                                                                                                                                                                                                                                                                                                                              | 406               |                        | \$ 28,169.79            |                           |                   |               |                |                      |
| Total Available:                                                                                                                                                                                                                                                                                                                               | 973               |                        |                         |                           |                   |               |                |                      |
| Total Sold: J & K                                                                                                                                                                                                                                                                                                                              | 66                | J & K: (since 6/2013)  |                         |                           |                   |               |                |                      |
| * Includes Buy-Backs                                                                                                                                                                                                                                                                                                                           | Donation Notes:   | Vet Flag Holders (All) | \$ 5,015.00             |                           |                   |               |                |                      |
|                                                                                                                                                                                                                                                                                                                                                | (since inception) | \$ for Trees (All)     | \$ 11,867.00            |                           |                   |               |                |                      |



There was an audit for the last four years done by Sam Sciria of NYS and it was accomplished in 3.5 hours.

## Finance Report:

Maplewood Mutual Fund Performance June Qtr 2016 Meeting

| PM & Perpetual Care Accounts     | 12/31/2015        | 5/30/2016         | Change           | %change     | Symbol, Morningstar Rating |
|----------------------------------|-------------------|-------------------|------------------|-------------|----------------------------|
| 1-PM Equity Income               | \$ 57,693         | \$ 60,785         | \$ 3,092         | 5.40%       | VERIX 5*                   |
| 2-PM GNMA Bond Fund              | \$ 25,568         | \$ 25,880         | \$ 312           | 1.2%        | VFILX 4*                   |
| 2-PM Intermediate bond Index     | \$ 26,252         | \$ 27,068         | \$ 816           | 3.1%        | VBILX 5*                   |
| 6-PC Flower STAR Fund            | \$ 4,245          | \$ 4,351          | \$ 106           | 2.5%        | VGSTX 4*                   |
| 5-Perp Care (New) STAR Fund      | \$ 1,286          | \$ 1,318          | \$ 32            | 2.5%        | VGSTX 4*                   |
| 3-PM (New) Hi Div Yield Fund #   | \$ 63,487         | \$ 69,440         | \$ 5,953         | 9.4%        | VHDYX 5*                   |
| 3-PM (New) Tips Fund             | \$ 39,675         | \$ 43,258         | \$ 3,583         | 9.0%        | VIPSX 4*                   |
| <b>Total PM + Perpetual Care</b> | <b>\$ 218,206</b> | <b>\$ 232,100</b> | <b>\$ 13,894</b> | <b>6.4%</b> |                            |
| General Operating Fund           | 12/31/2015        | 5/30/2016         | Change           | %change     |                            |
| 2-Gen Balanced Index             | \$ 37,133.00      | \$ 38,466.00      | \$ 1,333         | 3.6%        | VBIAX 5*                   |

**Total Mutual Funds at Vanguard**      \$ 255,339      \$ 270,566      \$ 15,227      6.0%

# 12/31/15 includes \$24,140 CD conversion deposit.

**Sunshine Committee:** Nothing to report.

**Superintendent's Report:** Carol said many graves were topped and seeded. We had a funeral on Saturday and the family wanted a burial in a different grave than the one recorded. The vault had to be removed and the hole filled in and a new hole dug next to it. After the rescheduled funeral, John Riley (husband) claimed we were at fault. Thanks to Phyllis's records we were able to show that at the time of purchase we had properly recorded the graves. We still receive many complements about how nice the cemetery looks.

**Grounds/ Development Report:**

- Grave filling issues reported at the last meeting have been resolved.
- Mark would like to have more of the corner markers remove in Section A and B to improve the mowing process.
- David Wagner's monument was dislodged and needed to be fixed.
- Ray has approval to continue improving the diggin's area road.
- Chris Shafer's spring maintenance of all flower beds and trees has gone well and he applied roundup on the French drain near the east hill.
- True Green applied fertilizer and weed killer to the entire cemetery.
- The Memorial Bench foundation in Section J has been completed and Paul is working with McGee to finalize.
- Cardinal will replace 2 of the maple trees on the east hill under warranty.
- Civil War Veteran, Henry B. Chapman's monument has been installed in Section A. Certificate honoring Chapman's service issued by President Obama.

**Website:** Gary says the site continues to be popular and is frequently updated.

**Database:** The database continues to be frequently updated and published to the website.

**New Business:**

- Mark requested a replacement for the green string trimmer. A motion was made by John to purchase a new one up to \$500 and it was seconded by Linda and approved.
- Scheduled a monument straightening time on Saturday to put monuments back on their foundations.
- Need to schedule a monument repair walk through with Kurt.
- NY State, Division of Cemeteries, updated requirements:
  - All deposits to the PM fund required by statute must be made at least quarterly. All required revenue by statute includes grave sale payments plans. Cemeteries are prohibited from waiting until the last payment is received before making any contributions to the PM fund.
  - All cemeteries must submit a copy of the IRS Form 990 (Organization Exemption from Income Tax) to NYS with the Division of Cemeteries Annual Report, due 90 days after end of cemetery's fiscal year.
  - Commercial crime insurance is now required instead of the previously required fidelity bond.
- New neighbor alert: A Medical Center is planning to expand next to the cemetery. See maps.

The meeting was adjourned with a motion from by John, seconded by George and approved.

**Next Meeting** – The 3rd Quarterly meeting of 2016 will be on Wednesday **September 7, 2016** at 7PM at Ray & Carol's. Meeting reminders will be sent out as usual.

Directors and Officers Present: George Zornow, Carol and Ray Feasel, Phyllis McHargue, Gary and Linda Stockmaster, John Hatch, Hank Wallace, Susan Comstock, Paul Macauley, Shirley Miller, Margaret Hayes, Melba Rupert and Mark Feasel.



Secretary