

Red Oak Grove Cemetery Association, Inc.  
2019 Fall Board of Directors' Meeting  
November 7, 2019

The fall, 2019, meeting of the board of directors of Red Oak Grove Cemetery Association, Inc., was called to order at 4:00 p.m. in the conference room of LattaHarris, LLP by President Bob Rickard. Other board members present were Daisy Wingert, Scott Schroeder, Myron Holden, Karen Taylor and Mark Penningroth. Mark Penningroth acted as secretary of the meeting.

**OLD BUSINESS**

Minutes of the June 4, 2019, board meeting were read. A motion was made by Scott Schroeder to approve the minutes as read and corrected. The motion was seconded by Karen Taylor and approved unanimously.

A review of the agenda as presented was made. A motion was made by Myron Holden to approve the agenda as presented. The motion was seconded by Scott Schroeder and approved unanimously.

Mark Penningroth presented both a comparative year-to-date profit and loss statement and a comparative tax basis balance sheet, through and as of October 31. There were no questions from the Board relative to these items.

Bob Rickard discussed the projects he recommends be completed in 2020. The first project discussed was the upgrading of the church basement and heating system. Bob noted that new drainage tile had been installed a few years ago on the north side of the church. Also, new gutters and related drainage had been installed within the last few years. In spite of these accomplishments, significant moisture continues to invade after larger volumes of rainfall occur. Included in the basement upgrading is the renovation of the kitchen. After the discussion, Scott Schroeder moved that the upgrading include the mitigation of the water problem in the basement. The motion was seconded by Myron Holden and approved unanimously.

Bob Rickard stated there was no report from the operations committee, due to Mike Herring not being available as a result of the ongoing 2019 crop harvest. Mike is the chairperson of the committee.

Daisy Wingert reported the ice cream social was a success, once again. The event was held on October 6. Highlights included 28 pies, approximately 100 people in attendance and \$1,043 in donations received.

Bob Rickard reported on the status of the tree planting portion of the Valley Drive project. Bob stated Hughes Nursery and Landscaping, LLC planted 15 trees this fall. He stated 10 of

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these have been paid for via donations. Dwight Hughes stated the LLC can take payment as donations are received for the last five trees. Scott Schroeder stated he would like to see all trees paid for at this time. A motion was made by Daisy Wingert to pay for the remaining balance at this time. The motion was seconded by Myron Holden and approved unanimously.

Bob Rickard reported that a total of 32 trees have been planted on Valley Drive. He also noted that over 600 feet of concrete driveway was installed in 2018. The driveway is nine feet wide and approximately five inches in thickness. Bob noted he would be working with Karen Taylor regarding a write up on Valley Drive to be reported, at a minimum, on the Association's website.

### **NEW BUSINESS**

Bob Rickard presented a memo from Adrian Knuth of Knuth Law Office in Anamosa dated November 4, 2019 which attended a check for a partial distribution from the C.E. Rigby and Evelyn Rigby Trust. The check was substantial in size. The investment committee comprised of Scott Schroeder, Daisy Wingert, Mike Herring, Lori Shreve and Mark Penningroth will meet in early January, 2020, to assess the finances of the Association and advise the Board of Directors and Treasurer Mark Penningroth regarding the investment of the same. Mark Penningroth recommended a portion of the meeting be dedicated to reviewing and upgrading the system of internal accounting control. The review will likely consist of a discussion with the investment firm the Association utilizes and a discussion with the Association's depository bank.

Bob Rickard discussed the proposed new contract with Rich Urban, for 2019. The proposed fee is \$7,600, an increase of \$500. Bob stated the it takes nearly 500 hours to mow and trim the cemetery and church grounds, on an annual basis. All agreed the contract terms were very fair to the Association. A motion was made by Scott Schroeder to approve the contract terms. The motion was seconded by Myron Holden and approved unanimously.

Daisy Wingert noted the Wreaths Across America event will be held at the cemetery on December 14. Wreaths Across America is a not-for-profit organization which coordinates wreath laying activities at Arlington National Cemetery with approximately 1,600 other locations across the United States. The wreath laying is to honor those who have served this country in the military. There are 74 veteran graves that have been identified in the Association's cemetery. The cost of each wreath is \$15. Proceeds from the pie/ice cream social have been designated to help pay for the wreaths. Bob Rickard presented a letter which will be mailed to friends of Red Oak Grove Church and Cemetery, asking for donations. Bob noted that over \$2,300 was donated last year towards this event.

Bob Rickard discussed the annual meeting and church service to be held May 17, 2020. Bob noted Jeff Kaufmann and the Reverend Ron Lashmit will again give the message and lead the prayer service, respectively. Bob noted construction of the current church structure began

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in 2020 and was completed in 2021. Bob plans on asking Jeff to incorporate the upcoming 100<sup>th</sup> anniversary of the completion of the structure in his address. Bob also asked Karen Taylor if she would be willing to develop a section on the Association's website to focus on the history of the structure, from the start of construction to the current period. Bob also noted the Cedar County Attic Museum will greet attendees and Barb Rickard will be in charge of organizing the potluck lunch, again this year. A discussion was held regarding prospects for a musical performance to be included as part of the event. Local high school choirs, Dale Thomas and last year's performer, Richard Bohrn, were all recommended. Bob Rickard will pursue the engagement of a group or individual to perform. The church service begins at 11:00 a.m.

A discussion was led by Bob Rickard regarding the Angelus bell. The bell has been acquired within the last year. Mike Herring currently has possession of it. The plan is to move the organ back and have the bell at the front of the church for Wreaths Across America service.

Bob Rickard noted the annual spring cleanup will be held the 3<sup>rd</sup> Saturday in April, April 18, from nine until noon. The cleanup will include both the interior of the church and the grounds.

Bob Rickard discussed the plot pricing. Currently a plot sells for \$250. Bob asked for input with regards to a price increase. After a discussion, Scott Schroeder moved to keep the selling price the same for the next year. The motion was seconded by Karen Taylor and approved unanimously.

Daisy Wingert brought up the stone straightening and cleanup work for which Russ Gardner has been engaged to do. She stated she has some concerns, based on her discussion with a Cedar County resident who has seen the results of his work. Bob Rickard stated he liked the work Russ has done for the Association, so far. Bob also stated Eric Storjohann continues to be engaged to do similar work, albeit at a lesser fee per monument. Bob stated Eric's schedule keeps him from getting as many monuments renovated as the Association would like.

There being no further business, Daisy Wingert moved to adjourn the meeting. The motion was seconded by Karen Taylor and approved unanimously. The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

*Mark Penningroth*  
Secretary Pro Tem