

Terre Hill Cemetery Association

Meeting agenda-8/5/26

1. Committee personal:

- Accept Rays resignation from chairman, **Need motion**
- Nominate Bob Wenger as chairman, **Need Motion**
- Determine co-chair and secretary positions
- Need nominees for caretaker position (urgent) Discussed with Nolt's

2. Organization

- July Activity:
 - 1 plot sold SW 690 W1
 - 1 plot transfer done. Discuss who is a relative
 - 2 plots-in process
- Tree cutting quotes: Bob
- Weeds have overtaken the lower end of cemetery again
- Need file organizers and a shelf to place cemetery binders in the borough meeting room.
- Need judgement on deeds needing notarized. **Need motion**
- Need to raise foundation rates from \$0.75 to \$1.00 sq. in. **Need motion**
- Determine who;
 - Initial contact is
 - Initiates all the forms and orders for burials, cremations, memorials, and foundations
 - Initiates sales and transfers of plots
 - Updates all the electronic and binder records and procedures
 - Is responsible for plot and memorial stakes, etc. (caretaker)
 - Takes care of finances, must work closely with caretaker
 - Perpetual markers, winter stakes, flags, etc.

3. Finances

- Nancy has sent invoices for the 6 foundations. Expedited a new deed

4. Future

- Consider adapting Adamstown's cemetery rules, regs, and forms
- Look into digitizing all the current cemetery maps and records (software prog.)
- Make property improvement plan

RN7/22/26