



**CEMETARY RESTORATION ADVISORY BOARD
REGULAR MEETING MINUTES
Wednesday, March 11, 2020**

Call to Order:

The meeting was called to order by Chair Zets at 3:39 p.m.

Roll Call:

Brian Zets, Chair	P
Victor Wilson, Vice Chair	P
Bill Resch, Secretary	A
Nancy Ferguson	A
Thomas Shockey	A
Mary Fee	P
Bill Carleton	P

Staff members present: Jennifer Mason, Clerk of Council.

Annual Organizational Meeting:

Elect Chairperson: Victor Wilson moved to reelect Brian Zets Chair. Mary Fee seconded. All members voted to reelect Brian Zets as Chair.

Elect Vice Chair: Brian Zets moved to reelect Victor Wilson. Bill Carleton seconded. All members voted to reelect Victor Wilson as Vice Chair.

Elect Secretary: Brian Zets moved to elect Mary Fee as Secretary. Victor Wilson seconded. All members voted to elect Mary Fee as Secretary.

Establish date, time, and location for 2020 meetings: Clerk Mason reminded members that if meetings were not set to a different day, Public Service Director Mark Nemec would not be able to attend due to a conflict. Members reviewed other options. Victor Wilson moved to set regular meetings for second Tuesdays of each month starting at 3:30 pm at Village Hall. Brian Zets seconded. All members vote to set regular meetings for second Tuesdays of each month starting at 3:30 pm at Village Hall.

Clerk Mason read out the following from Standard Rules for New Albany Boards and Commissions regarding attendance:

Standard Rules of Procedure for New Albany Boards and Commissions states attendance of all current serving members of the Commission/Board is encouraged, and three consecutive absences by any member or four absences in any year shall be considered a forfeiture of the membership to the Commission/Board. The forfeiture would occur regardless of the reason for the absences. Attendance would be defined as presence during the hearing and consideration of all applications before that Commission/Board at that meeting. The chairperson would then notify the Clerk of Council so that she can inform Council that a new appointment needs to be made.

Approval of the February 12, 2020 meeting minutes:

Chair Zets asked if there were any changes to the proposed minutes. Hearing none, Vice Chair Wilson moved to approve the February 12, 2020 minutes. Chair Zets seconded. All members voted to approve the February 12, 2020 meeting minutes.

Approval of the Agenda:

Chair Zets asked if there were any proposed changes to the agenda. Hearing none, Chair Zets moved to approve the agenda. Vice Chair Wilson seconded and all members voted to approve the agenda.

Hearing of Visitors:

None.

Discussion of Historical Marker Text:

Chair Zets talked briefly about the historical marker application. He was still figuring out the photo the Ohio History Connection needed. Some members noted a smartphone could provide location coordinates. Chair Zets further need the city's EID and a signed letter from the city saying it would maintain the cemetery. Clerk Mason said she would provide the EID and would draft a letter for Public Service Director Mark Nemecek to sign.

The application asked for a tentative dedication date. The board discussed the completion of Rose Run 2 being a likely date, when it was set. However, some thought that date may be too far in the future and too speculative for an application currently being submitted.

Clerk Mason asked and Chair Zets replied that he didn't think the application required a fee. Chair Zets thought it a good idea to identify sources to back up the application. The due date was in July.

Other Business:

Clerk Mason reported that she had communicated with City Manager Stefanov who believed all of the appropriated money for the restoration of the New Albany Cemetery had been spent. He suggested, if council approved the restoration of Wagner Cemetery, that funds to recreate the New Albany Cemetery markers be added to that. The board discussed how Rose Run 2 could mean the moving of the markers already in place.

Vice Chair Wilson suggested installing signs for the Indian Burial Mounds in New Albany. Many did not know these mounds existed or where they were. The board discussed whether one of the mounds was inside the city limits.

Schedule the next meeting:

The board discussed skipping April as there were no pressing agenda items and there was uncertainty around the coronavirus outbreak. The next meeting was scheduled for Tuesday, May 12, 2020 at 3:30 pm at Village Hall.

Poll members for comment:

None.

Adjournment:

Member Fee moved and Vice Chair Wilson seconded to adjourn. The meeting was adjourned at 3:57 pm

Signed:

Brian Zets, Chair

Mary Fee, Secretary

Date