

**Greenwood Cemetery Advisory Board  
Meeting Minutes  
Friday, March 5, 2021, 10 A.M.  
Virtual Meeting**

**I. CALL TO ORDER**

Linda Buchanan, Chair, called the meeting to order at 10:00 A.M.

**II. ROLL CALL**

Present: Chair Linda Buchanan (location: Birmingham, MI)  
Pam DeWeese (location: Birmingham, MI)  
Linda Peterson (location: Birmingham, MI)  
Laura Schreiner (location: Birmingham, MI)  
George Stern (location: Birmingham, MI)  
Margaret Suter (location: Birmingham, MI)

Absent: Joseph Vercellone

Administration: City Clerk Alex Bingham; Museum Director Leslie Pielack

Guests: None

**III. APPROVAL OF THE MINUTES**

A. Review of the Minutes of February 5, 2021

Ms. Suter asked that on page three 'Birmingham' be added before 'City parks' in order to clarify her question.

**MOTION:** by Stern, seconded by Suter:

To approve the minutes of February 5, 2021.

**VOTE:** Yeas, 6  
Nays, 0

**IV. UNFINISHED BUSINESS**

A. Grave Pricing Evaluation and Recommendation

City Clerk Bingham reviewed the item.

The GCAB concurred that City Clerk Bingham should submit the spreadsheet containing the GCAB's comments and considerations to the City Commission as part of the grave pricing evaluation and recommendation agenda item.

**MOTION:** by Schreiner<sup>1</sup>, seconded by Stern:

To recommend the Commission authorize changing the grave prices in Greenwood Cemetery to \$4,000 based on the supporting documentation which shall be included in the GCAB's report to the Commission, and to present all pricing options to the Commission.

**VOTE:** Yeas, 6  
Nays, 0

Some Board conversation ensued about when they would recommend the resolution go into effect.

Chair Buchanan said increasing the price immediately upon approval by the Commission would allow the City to increase its contribution to the perpetual care fund.

Ms. Schreiner<sup>2</sup> said she would recommend making the price increase effective 30 days after approval by the Commission in case there are sales being negotiated at the current price.

The majority of the GCAB concurred with Chair Buchanan.

**MOTION:** by Suter, seconded by Peterson:

To include the condition that the price increase would be effective immediately upon passage by the Commission and applicable to all currently released graves and future grave releases.

**VOTE:** Yeas, 5  
Nays, 1 (Schreiner)<sup>3</sup>

Museum Director Pielack provided brief updates on the Museum's work towards updating biographies of those buried in Greenwood Cemetery and on the gravemarker condition inventory.

Chair Buchanan and Ms. DeWeese said they would volunteer for helping with the gravemarker condition inventory project.

## B. Review of Greenwood Cemetery Rules & Regulations

City Clerk Bingham reviewed the item.

After discussion, the Board decided that they would address general language considerations, definitions, and the fee schedule at their April 2021 meeting. For the May 2021 meeting, they decided they would address lot sales, resales, and operational regulations.

Between the March and April meetings the Board agreed to individually go through the Rules and Regulations to highlight any potential pronoun or definition issues.

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<sup>1</sup> As corrected at the April 5, 2021 meeting.

<sup>2</sup> As corrected at the April 5, 2021 meeting.

<sup>3</sup> As corrected at the April 5, 2021 meeting.

City Clerk Bingham said she would send out a worksheet that would help guide the Board members' individual work on that process.

Ms. DeWeese noted that language around partners, spouses or families should also be considered part of the review.

City Clerk Bingham stated that Beier Howlett would also provide the Board guidance about the legal implications of any of their recommended changes.

Chair Buchanan said the discussion at the May meeting should find a way to clarify whether the City still has and wishes to continue with a payment plan ~~that the City no longer offers payment plans~~<sup>4</sup>.

City Clerk Bingham noted that language discussions may partially be ongoing throughout the sections.

The Board agreed to leave the agenda for the June meeting open as of now in order to determine whether they would advance to new topics in the Rules and Regulations review or revisit ones that needed more consideration.

**V. NEW BUSINESS**

None.

**VI. REPORTS**

- A. Financial Reports
- B. Cemetery Sales & Activity
- C. Clerk's Office Update
- D. City Manager's Report (January)

**VII. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA**

There were no public comments.

**VIII. BOARD COMMENTS**

Chair Buchanan told the Board she provided a photo to City Clerk Bingham to provide to DPS a photo of the pole and chain at the Cemetery that she had mentioned at the February 2021 meeting. She went on to recommend that the Cemetery consider employing boards or plywood to lay down below a backhoe, saying that it might reduce the damage done to the grass. She also stated that Pewabic Pottery would be providing a graveside memorial tile for Mary Chase Perry Stratton, founder of Pewabic Pottery who is buried in the Cemetery.

City Clerk Bingham said the memorial tile for Ms. Stratton could be promoted on social media and written up in a City newsletter.

Chair Buchanan asked that the Commission also be notified about the memorial tile. She said she would be sharing a photo with the Board via the next meeting's agenda.

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<sup>4</sup>As amended at the April 5, 2021 meeting.

City Clerk Bingham said she would talk to DPS about reseeding sections that had been dug up during backhoe use.

In response to Ms. Suter, City Clerk Bingham said she would ask Ms. Arcome if there was a way to utilize the last row in Section C even though there are issues. City Clerk Bingham said she was thinking cremains might be one option for the row's use.

City Clerk Bingham said she had also provided Ms. Arcome with a chart to report plot issues.

**IX. ADJOURN**

Ms. Buchanan adjourned the meeting at 11:42 AM.

Next meeting: April 9, 2021



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Alexandria Bingham, City Clerk  
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