

**Cemetery Committee Meeting**  
**Indian Trail Meeting Hall, 113 E. Moore Street**  
**January 24, 2024, 2:00 P.M.**

Members Present: Larry Ashley, Jason Robbins, Andrew Parks,  
Lynne Geiman, Tish Hatem (via zoom)

Members Absent: Musette Steck

Staff Present: Allayna Dail, Interim Community Relations Director

Board of Aldermen Liaison: Mark Spencer

Guests: Tom Lombardi

A) **Call to Order** -meeting was called to order by Chaiman Ashley at 2:05 PM

B) **Welcome to Alderman Mark Spencer** – Chairman Ashley, on behalf of the board, welcomed our new Aldermen liaison, Mark Spencer. Mark said he is looking forward to working with us as we strive to establish a productive working committee.

C) **Open Meeting Laws** – It was encouraged that all members read the Public Record Laws Overview and the Open Meeting Rules that was part of our meeting packet.

D) **Discussion of NC Forestry Service & Southport Forestry Service - Training Proposal – Old Smithville Burying Ground** – In light of recent studies done on Franklin Square Park, discussion was held about future care of trees in the cemeteries and working with Scott Lenn of Forestry.

**Motion made by Jason** to send a recommendation to the city that the Cemetery Committee and Forestry work together to view and identify trees in all three cemeteries. This would be a preliminary study at no expense to the city. **Motion seconded by Andy. All ayes. Motion carried.**

E) **Request for Cemetery Committee Guidance from the Board of Aldermen** – The committee gave Mark a sampling of questions the committee has concerning the scope of what the city wants the committee to focus on. Some topics pointed out were record keeping, overseeing cemetery maintenance, procedures for hazardous situations within the cemetery, signage, pathways, tilting stones,

abandoned plots, encroachment upon other lots, seeking out land for future burials, role of historical society in anything we may be tasked to do and how city v private cemetery status will affect our tasks. Members will forward thoughts to Allayna who will generate a bullet list for Mark to use in the aldermen determining the scope of the committee's work

- F) **Budget Request** – No budget was discussed or asked for until we determine the scope of our work as determined by the Board of Aldermen/City.
- G) **Appointment of open position** – position is posted until 2/15/24
- H) **By Laws Discussion** – put on hold until scope of our work is determined.
- I) **Other business** – Question was asked about who is the Cemetery Superintendent as noted in the city ordinances. Allayna will look into that. Allayna reminded all about the need to notify the public three days in advance for any change of date/cancellation of meeting.
- J) **Adjourn – Motion to adjourn made by Jason. Seconded by Lynne. All ayes. Motion carried.** Meeting adjourned at 2:53.

Next meeting 2/28/24 at 2PM