

**State of North Carolina
Cemetery Commission
Meeting**

9:00 A.M.

The North Carolina Cemetery Commission held a meeting on Wednesday, October 16, 2013 in the Wood Oak Building, Suite 242, at 1100 Navaho Drive, Raleigh, North Carolina. Those Members in attendance were President Gantt Stephens, Vice-President Glenn Cutler, Treasurer William “Bill” Gaffney, Commissioners, Ralph Yates, Linda Cotten, David Brown, and new members Brad Bailey and Richard “Dick” Lagatore. Attorney Anne Brown from the Department of Justice provided legal representation. Vikki Tollefsen was also present as Administrative Assistant. Members of the public were also in attendance.

The meeting was called to order by President Stephens, who opened the meeting with a Moment of Reflection. First item was Agenda approval, Mr. Brown moved to approve the Agenda, Ms. Cotten 2nd the motion, all in favor. Next up for approval were the minutes from July 17, 2013 meeting, Ms. Cotten moved to approve the minutes, Mr. Brown 2nd the motion, all in favor.

I. CONFLICTS OF INTEREST:

President Stephens declared that, in accordance with the State Government Ethics Act 138A15E, it is the duty of every Commission Member to avoid both conflicts of interest and appearances of conflict in regard to the matters being brought before them today, and to refrain from any undue participation in the particular matter involved.

President Stephens asked for any conflicts of interest, David Brown recused himself from items 4 C-K.

II. PRESIDENT’S REPORT:

President Stephens asked if there were any questions regarding the financials. No one had any questions or concerns

President Stephens gave update on complaints, 24 to date with 21 resolved. He also updated the board on Inspections and inspectors. Completed 27 inspections, since the last meeting, Mr. Gaffney inquired about needing more Inspectors. Mr. Stephens replied, could have one for the Charlotte area. Report concluded.

III. REQUESTS FROM THE PUBLIC TO ADDRESS THE COMMISSION:

There were no more requests from the public to address the board.

IV. NEW BUSINESS:

- A. Change of Control for Westview Memorial Gardens in Lillington, NC. Paul Phillips was asked to address the Commission. Ms. Cotten asked if PreNeed Merchandise is sold through the Funeral Home, Mr. Phillips said yes. Mr. Stephens asked if Cemetery Merchandise would be sold through Funeral Home, Mr. Phillips responded no. Mr. Yates moved to approve the Change of Control, Ms. Cotten 2nd the motion, all in favor.
- B. Mr. Phillips would like to change the name of Westview Memorial Gardens to Westview Cemetery. Mr. Culter pointed out that changing the name requires changing all financial information to the new name. Mr. Brown motioned to approve the name change, Ms. Cotten 2nd the motion, all in favor.
- C. (C –K) Stewart Enterprises Change of Control to SCI. Jodie Dupree from SCI and Tag Help from Stewart were present. Mr. Stephens mentioned all of the Inspections with the exception of one, were completed on the properties, during the Inspection a shortage of \$11 000 was discovered throughout the Perpetual Care fund. Stewart has already paid that back. Mr. Stephens said a penalty will need to be collected since this was Stewart’s 2nd infraction. Mr. Yates moved to approve items C-K with the understanding that Stewart would pay the Commission the \$11,000 penalty, Ms. Cotten 2nd the motion, all in favor.
- L. Pisgah view requested to change Trustee to Pinehurst Funds, Ms. Cotton motioned to approve, Mr. Brown 2nd the motion, all in favor.
- M. Citizens of Bon-A-Venture request to change Trustee, Mr. Brown motioned to approve, Ms. Cotten 2nd the motion, all in favor.

V. OLD BUSINESS:

- A. HTCC update, 2 cemeteries. Actively looking for buyers, the one in Scotland County is selling for \$1, spoke to the city and county, they don’t want it. Oakridge is not in dire conditions, long term manager, Sharon, would like to buy it. Filed another bond claim with Scotland County Cemetery, that makes 3 to date that have been filed and paid.

Mr. Brown motioned to enter Executive Session to discuss the rest of Old Business, Ms. Cotten 2nd the motion, all in favor, entered into executive session at 9:32 a.m.

Mr. Yates motioned to come out of Executive Session, Ms. Cotten 2nd the motion, all in favor, out of Executive Session at 10:02 a.m.

Mr. Brown motioned to end the meeting, Mr. Yates 2nd the motion, all in favor. Meeting ended at 10:03 a.m.

PRESIDENT

Date