

State of North Carolina
Cemetery Commission Meeting Minutes
July 19th, 2017

The North Carolina Cemetery Commission held a meeting on Wednesday, July 19, 2017, in the Hilton North Raleigh Midtown located at 3415 Wake Forest Rd., Raleigh, NC 27609. The members in attendance were President William "Bill" Gaffney, Treasurer Brad Bailey, Commissioners David Brown, Angie Thomas-Daoud, John "Winn" Graham, Daniel Kohler and David Simmons. Gantt Stephens was in attendance as Director of Operations. Members of the public were also in attendance.

The meeting was called to order by President Gaffney. The President called for a Moment of Reflection. First item was the agenda approval. Mr. Graham moved to approve the agenda and Mr. Bailey seconded. All voted in favor to accept the amended agenda.

Next up for approval were the minutes from April 18, 2017. Mr. Graham moved to approve the minutes. Mr. Brown seconded. All voted in favor.

I. CONFLICTS OF INTEREST:

President Gaffney declared that, in accordance with the State Government Ethics Act 138 A 15E, 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.

Mr. Gaffney then asked if there were any conflicts of interest. There were none.

II. OPERATIONS REPORT:

Mr. Gaffney asked Mr. Stephens to give a report on Operations.

Mr. Stephens began the report with a review of the most current financial reports. The CPA for the Commission was present in the gallery to answer any questions.

Thirty-two (32) inspections have been completed since the last meeting bringing the total to twenty-nine (62) for the year. Twenty-six (26) complaints have been received since the last meeting. Those complaints are either resolved or are within the twenty (20) day response period. Total complaints received in 2017 is thirty-eight (38). Mr. Stephens noted that this is a 300% increase in complaints for 2017 over past years. The lion share of the complaints this year is related to a few troubled cemeteries.

Late monthly reports: #022 Calvary

Nine (9) Annual Reports for 2016 are delinquent: #022 Calvary, #054 Gardens of Gethsemane, #116 Pisgah View, #138 Shepherd and #143 Sunrise

This concluded the Operations Report.

Mr. Gaffney took a brief interlude to mention he was remiss in welcoming the newest member to the Commission, Mr. Daniel Koeller.

III. REQUESTS FROM THE PUBLIC TO ADDRESS THE COMMISSION:

Catherine Lee from the NC Board of Funeral Service introduced herself to the members and noted she was available for any questions related to the proposed Memo of

Understanding between the NCBFS and the NCCC.

There were no other requests to address the Commission.

IV. NEW BUSINESS:

- A. Administrative Rule Adoption. Mr. Stephens reported that the amendment to Administrative Rule 21 NCAC 07D is now ready for Adoption. Mr. Bailey made a motion to adopt the amendment. Mrs. Thomas-Daoud seconded. All voted in favor.
- B. Mr. Stephens introduced a proposed Memorandum of Understanding between the NCFSB and the NCCC. The President noted that the impetus for this MOU was from a meeting with members of the NCGA, the NCFSB and the NCCC. Mr. Graham mentioned that he felt there would be a benefit in a designated liaison between the two boards but also felt it was vital that the two boards remain separate. After a brief discussion Mr. Bailey made a motion to table the MOU. Mr. Brown seconded. All others voted in favor.

V. OLD BUSINESS:

There was none.

VI. ELECTION OF OFFICERS

The President stated the current officers. Mr. Graham made a motion to accept the current slate of officers for another term. Mr. Brown seconded. All voted in favor.

VII REMINDER OF NEXT MEETING: October 18th, 2017 at 10:00AM.

VII. ADJOURNMENT

Mr. Koeller moved to adjourn. Mr. Simmons seconded. All voted in favor. The meeting adjourned at 10:27 AM.