

The Cemetery Commission met at the Mount Vernon City Hall Conference Room on Tuesday, June 10, 2025 at 6:30 p.m. Commissioners present were: Mary Evans, Ruth Horton, Machele Pelkey and Mike Woods.

Minutes of the May 13, 2025 meeting were approved.

Teresa Cox attended as a guest.

The following topics were discussed:

*Maintenance of cemetery records and documents* - Mary reported that Joe Jennison continues to make progress on the Excel document that he's creating from cemetery records. The data is in last name, alphabetical order and he's currently working on the W's, so the project is nearing completion.

The Commission discussed the need for a cemetery software and GIS system. A motion was made by Machele to ask if the City would consider sending out RFQs/RFPs (if necessary) for cemetery software companies who provide GIS services. Ruth seconded the motion. Mary will follow up with this. The Commission is interested in learning what companies have to offer.

*Restoration and preservation of cemetery monuments* - Mike reported that the Memorial Day Service was a successful and fitting tribute that reflected on the meaning of Memorial Day. It was well attended with a performance of the High School band and a reading from the 2025 Poet Laureate for Mount Vernon, Scott Russell Morris.

Mary reported that John Heider will be in Mount Vernon from July 14-19, 2025, to provide cemetery preservation workshop(s) and reparation services. Heider will lead classroom training on Monday, July 14, in the morning and the afternoon will be spent providing a hands-on demonstration in the cemetery. The training is free and open to anyone who is interested in learning cemetery preservation techniques. The remainder of the week will be spent repairing and resetting a designated group of headstones in the cemetery. Specific times will be announced when determined.

*Maintenance of cemetery grounds* - Machele commented that the cemetery looks very nice and would like to thank the mowing company for doing such a good job. Mike noted that there are some ruts over a grave that need to be filled in and Mary mentioned areas that are in need of grass seed. Mary will follow up with this.

*Promoting and publicizing the cemetery* - The commission talked about the importance of advertising John Heider's workshops to the public. It was decided to write an article for The Sun, create flyers that can be distributed in various locations, and use social media. Teresa volunteered to help Mary write an article and create flyers. Mary will coordinate with Jessica Thurn to post something on Visit MV-L and Machele will provide a Facebook posting. Other suggestions included church newsletters and the City website.

Old Business:

A work session will be held on June 24, 2025, at 6:30 pm in the City Hall Conference Room. The purpose of this session is to begin creating a cemetery policies and procedures document.

Meeting was adjourned at 8:34 p.m.

Respectfully submitted,

Machele Pelkey