

**VILLAGE OF HUNTLEY  
CEMETERY BOARD MEETING MINUTES  
March 20, 2013**

**CALL TO ORDER:**

A meeting of the Cemetery Board of the Village of Huntley was called to order on Wednesday, March 20, 2013 at 3:20 pm at the Municipal Complex 10987 Main St., Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Members John Drafall, Charles Yerke, Village Clerk Rita McMahan and Sr. Assistant to the Village Manager Lisa Armour

**ABSENT:** Member Bill Eisenmenger

**ITEMS FOR CONSIDERATION:**

Newly appointed Cemetery Board member Chuck Yerke was introduced.

**Approval of December 19, 2012 Meeting Minutes**

The meeting minute approval was tabled to the next meeting due to the absence of Member Eisenmenger and Member Yerke not being on the Board at that time.

**New Member Orientation**

Members Drafall and Yerke discussed the overall operating procedures for the Huntley Cemetery. Member Yerke asked several questions regarding the maintenance of the grounds, insurance liability and selling procedures. Member Drafall answered all the questions. It was also agreed, that Member Yerke will accompany Member Drafall when he goes to the cemetery to meet with family members to purchase plots for the first couple of times.

**Unfinished Business**

Village Clerk McMahan informed the Board that the columbarium key and warranty papers were received from Elgin Granite Works. It was decided that the key was to remain at Village Hall until and if someone should need it.

Village Clerk McMahan also informed that Board the State of Illinois Cemetery license was received. The Huntley Cemetery is considered partially exempt.

**New Business**

It was discussed that the next meeting for the Cemetery Board will be in June 2013 unless another meeting is needed earlier.

Motion was made to adjourn the meeting by Member Drafall and seconded by Member Yerke.

**ADJOURNMENT**

The meeting was adjourned at 4:18 pm.

Respectfully Submitted,

Rita McMahan  
Village Clerk