



Antler Cemetery Association, Inc.
10839 Highway 256
Antler, ND 58711
Est. 2017

Annual Meeting Minutes

October 16, 2018

- **Call to order at 7:00pm by President, Roger Artz**
 - **Attendees:** Roger Artz, President; Ken Tofteland, VP; Mark Jorgensen, Sec/Treasurer; Wendy Haugen, Board Member (via GoToMeeting); Janine Artz, Glenda Tofteland, Cathy Howery, Rhonda Michalenko, Warren Engstrom, Brian & Colleen Jorgensen, Gayla Meredith (via GoToMeeting). Board members absent: Wade Feland
- **Minutes**
 - **Presented by Mark Jorgensen**
 - **Discussion to note that the old cemetery building was given to Milo & Cheryl Flores because Sharon Tennyson didn't want it. Prior minutes stated the building was given to Sharon.**
 - **Motion to approve by Cathy Howery**
 - **Second by Janine Artz**
 - **All voted to approve**
- **Treasurer's Report**
 - **Presented by Mark Jorgensen. 10/25/17-10/16/18 income of \$5,336.54, expenses of \$2,120.08, ending balance of \$3,216.46.**
 - **Motion to approve by Warren Engstrom**
 - **Second by Ken Tofteland**
 - **All voted to approve**
- **Old Business:**
 - **Status of 501c13 application**
 - **Status of agreement with City of Antler**
 - **The two items above both pertain to Attorney, Erin Conroy.**
 - **Erin made application for a 501c3. We were notified that a cemetery doesn't qualify for 501c3 but does qualify for 501c13. Erin submitted paperwork but the time expired. Erin contacted IRS and they required a power of attorney, which Erin got from us. Erin sent an email on October 16th stating she had a full update typed up for us but she was sick and out of the office and couldn't get the full report to us. Erin stated the IRS**

is willing to work with her and allow her to modify the original 501c3 application.

- We discussed modifying the agreement for the City of Antler and one of the board members taking it to the city council to sign. We don't want to keep waiting for Erin.
- Mark mentioned that he had checked with the county on the possibility of just having the city sign over the cemetery property to our association. Mark was informed that it's now required to have any outlots surveyed before the new deed can be filed. Mark checked with Wold Engineering and was told the surveying would be around \$3,000. That's not an expense we want to take on at this time but maybe we could check with a county commissioner to see if an exception could be made for a cemetery.
- Status of property tax mils from Antler Township
 - Cathy Howery spoke to the township but they didn't seem interested in granting us any tax mils. They did not vote on whether or not to grant us any tax receipts. Warren Engstrom explained any mils to a cemetery come out the township's general allowance, it's not an additional tax. There was further discussion that we've heard that adding tax mils for a cemetery is no longer done. Warren suggested we contact the local townships and ask for a yearly donation.
- Status of website
- Status of transferring record book to internet
 - Mark Jorgensen discussed the two issues above. A cemetery page was added to AntlerND.com. Mark is working on getting the cemetery record book and headstone pictures uploaded to CryptKeeper.com. This site offers detailed record keeping and has the option to allow public access to limited information for those doing genealogy research. Mark thinks he can have this completed during the upcoming winter. Mark discussed finding a few unmarked graves and will work through the state health department to get more details. Roger Artz has some grave markers available so we plan to get the graves marked in the future.
- New Business:
 - Estimate to cut down damaged cottonwood
 - Ken Tofteland contacted Miller Tree Service in Westhope last spring, Miller eventually got back to Ken and said to find someone else because he was too busy. Mark contacted Welk Tree Service in Bottineau last summer and was told they'd get an estimate to us but they never followed through. Mark contacted AAA Tree Guy in Lansford on October 6th, they came out the same day and provided an estimate of \$2,000 to cut the tree into 10-20 foot lengths and leave on site for us to remove. Discussion was held and it was decided to contact A to Z Tree Service in Westhope and Farden Construction in Maxbass for additional estimates. It was decided to have the tree cut down as soon as possible for up to \$2,000.
 - Motion by Ken Tofteland

- **Second by Brian Jorgensen**
- **All voted to approve**
- **Fund raising raffle**
 - **It was discussed that our attorney, Erin Conroy, had mentioned that a perpetual cemetery should have at least \$20,000 on account to assure the perpetual operation and care of the cemetery. We will plan to conduct a raffle sometime in the first half of 2019. It was left up to the board of directors to decide what the prizes will be. There was discussion of guns, a Medora trip, cash prizes and gift certificates. Mark will do some research on how to properly conduct a raffle.**
 - **Motion by Warren Engstrom**
 - **Second by Glenda Tofteland**

- **Adjourn at 7:53pm**
 - **Motion by Kenny Tofteland**
 - **Second by Brian Jorgensen**

Next meeting: October 2019 (or as needed by Board of Directors)