

OAKWOOD CEMETERY BOARD MEETING
WEDNESDAY, May 21, 2025 6:00 P.M.
City Council Chambers

1.) Call to Order: Nancy Gimenez called the May Oakwood Cemetery Board meeting to order at 6:02 p.m.

Roll Call: Board members present were: Beyer, Blazel, Erdmann, Gimenez, LaBuda, and Lichtfuss. Staff in attendance were Sexton Drover. Absent were: Seaman and Thiel . There was a Quorum.

2.)General Public Comments: Meeting was open to the public. There were no public comments.

3.) Financial Report: Financial Report was reviewed, Gimenez pointed out that 2 active CD's are up for renewal come October 2025. The board questioned the balance of the checking account, Gimenez will check with Thiel to give clarification on CD restrictions and also on balance of account. Erdmann suggested looking into purchasing some money market accounts at 4.25 percent. Sexton Drover felt the only outstanding bill might be for the fence repair but he thought the person's insurance should cover it. Motion made by Blazel to accept the financial report based on clarifications, second by Beyer. The motion was carried by a voice vote.

4.)April 16, 2025 Meeting Minutes: The minutes from April 16, 2025 were reviewed. Erdmann noted that the minutes typically follow general public comments, followed by a financial report, Gimenez will correct for future meetings. A motion by Erdmann to accept the minutes, second by LaBuda. The motion carried by voice vote.

5.) Old Business:

- 1. Cemetery Trees a) Marty's Blue Sky inquiry about trees and invoicing** Gimenez reported that she priced out 4 trees: \$250.00 for a Catalpa, \$275.00 for a Ginkgo, \$350.00 for a Redbud, and \$375.00 for a Tulip tree. Gimenez said Lynette from Marty's told her that they were already set up to invoice the City of Berlin, so we were all set, knowing that the city has done work with them in the past, thus a decision was made to purchase the Catalpa, Ginkgo, and Redbud. Erdmann questioned where the trees will be planted. Gimenez said it will be based on the recommendations and priorities outlined in the Ranger Tree Service report that was done. **b)Tree Identification tag options** Gimenez proposed the idea of purchasing some sort of tree identification tag, 1 for each type of species in the cemetery. This would help us in becoming a level one Arboretum. Erdmann noted the Friends of the Park have plaques that are in the ground. Sexton Drover will check to see if there would be any problems mowing around tree markers. Gimenez will check into cost options of various types, ones attached to trees with wires were an option as well. Gimenez is going to the Morton Arboretum in June and hopes to get more ideas there.

2. **Memorial Day Preparations** a) **Signage** - Sexton Drover noted the banners are up
b) **Newspaper article/Facebook Post to advertise** Erdmann apologized as she didn't get the article in the paper, but she will put an article on the Berlin Community Page and the Historical Society page. c) **Chapel Cleaned** Sexton Drover said it is all cleaned
d) **Chapel Open House 5/24/25 12:00-4:00 p.m. Bobbie E and Nancy G (Script, brochure)** Erdmann and Gimenez will both be at the open house, Erdmann will write up a history to present to those in attendance. e) **Flower and flags in place?** Sexton Drover said flowers are coming Friday, the Boy Scouts were putting flags up today.

6.)New Business:

1. **Board Member- Topics of Interest Survey-Review** - Gimenez presented feedback from the surveys completed last month. Top Interest was 1) Memorial/Bequest work 2) Christmas/Entrance 3) Fee Schedule Review 4) Benefits of becoming an Arboretum 5) Headstone Cleaning and Identification. Erdmann stated that in a recent conversation with Dan Freimark, he offered to come talk to us, as he has spent time cleaning and identifying headstones. Board members were interested and Erdmann will arrange for a future meeting. LaBuda noted that it would be good to know the difference between a monument and a headstone, as some companies try to sell you a "monument" but don't use the proper amount of concrete on the base in order to save on money, thus buyers beware.
2. **Christmas Decoration discussion** - Gimenez presented the idea of lighting up the chapel and putting up some sort of decorations for Christmas to honor loved ones seeing as the cemetery is closed during winter months and it looks so dreary when you drive by. The full board agreed this was a great idea, Gimenez will contact the Lighting Squad of Neenah for pricing, we also discussed uplights. Sexton Drover will contact Jamie Lundt who is an electrician and has done electrical work for the city in the past to see about adding an outdoor outlet. Board members discussed eventually looking into purchasing Christmas wreaths, or swags for the gates. Blazel will talk to Carol Frank about where she used to buy them. Gimenez asked all members to keep their eyes open for ideas/prices.

General Discussion: Gimenez stated there was a nice article in the Berlin Journal last week by Kristin Radtke on What to do/Not to do when Visiting a Cemetery. It was also questioned who our liaison is, Gimenez will check with Thiel.

7.) Sexton Report Sexton Drover stated that other than what was reported on earlier for Memorial Day preparations, all weed whipping is done too.

8.) Adjourn: Erdmann made a motion to adjourn the meeting and Blazel provided the second. The motion was carried by voice vote. Meeting was adjourned at 7:00 P.M.

This report is respectfully submitted by Gloria Lichtfuss, Oakwood Cemetery Board Member