

CEMETERY BOARD MEETING MINUTES

The Cemetery Board of Directors of the City of Burkburnett, Texas, met in a regularly scheduled meeting on August 9, 2022 at 6:30 p.m. in the Council Chambers of the City Hall, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public, with notice given in compliance with the Open Meetings Act.

The following members were present:

Ronald Clarke	Chairperson
Denise Kirkpatrick	Vice-Chairperson
Paula Smith	Secretary
Ted Kwas	Member
Nova Dickson Morris	Member
Eric Rutledge	Member
Brenda Whaley	Member

Lawrence Cutrone, City Manager, Earl Mattingly, and Brent Battista, Director of Parks and Recreation, were present.

ITEM 1. CALL MEETING TO ORDER

In the absence of Chairperson Ron Clark, Vice-Chairperson Denise Kirkpatrick called the meeting to order at 6:30 p.m.

ITEM 2. APPROVAL OF MINUTES

Approval of Minutes from May 10, 2022.

Paula Smith made a motion, seconded by Denise Kirkpatrick, to accept the minutes from May 10, 2022. Motion carried unanimously.

ITEM 3. PERSONAL/AUDIENCE COMMENTS

There were no comments.

ITEM 4. Discuss and take any action necessary on the update from Paula Smith regarding the cemetery plots on the old side of Burkburnett Memorial Cemetery.

Paula Smith updated the committee on the status of the cemetery plots on the old side of the cemetery. Paula has completed through Section 7 and is working on Section 8. Paula noted the following empty spaces per section: Section A: 67 | Section B: 53 | Section C: 60 | Section D: 62 | Section E: 65 | Section F: 43 | Section G: 44 | Section H: 49 | Section 1: 32 | Section 2: 14 | Section 3: 25 | Section 4: 15 | Section 5: 7 | Section 6: 16. Paula stated that there are roughly 500 empty spaces, but she stated that the work is not completed with Sections 8-15 remaining. Paula stated that to date, she has 361 names that are buried, but she does not know which plot yet, due to the loss of records.

Lawrence Cutrone, City Manager, thanked Paula Smith for all her work and proposed calling a Special-Called Meeting of the Cemetery Board the first week of September to discuss the development of the new side of the cemetery.

ITEM 5. Discuss and take any action necessary to improve the advertisement of the brass military markers.

Brent Battista, Director of Parks and Recreation, stated that he found a vendor that could supply the markers, including graving, for \$40 less than the current vendor.

ITEM 6. Discuss and take any action necessary regarding the recent comments about the cemetery and how to address and resolve them.

Brent Battista, Director of Parks and Recreation, stated that staff does not reply to comments posted on social media. Comments are addressed when citizens contact the City of Burkburnett. Brent also mentioned that items are removed on clean-up days per the cemetery regulations.

ITEM 7. COMMITTEE MEMBER COMMENTS

Paula Smith requested an office and then updated the committee on where the cemetery records are located.

ITEM 8. ADJOURNMENT

There being no further business, the meeting adjourned at 7:22 p.m.

Ron Clarke, Chairperson

ATTEST:

Margie Poole, City Clerk