

Delaware First State Cemetery Association
October 22, 2019
Minutes

A meeting of the Delaware First State Cemetery Association was held at Holy Cross Early Learning Center in Dover Delaware on October 22, 2019. President Len Dornberger called the meeting to order 10:30 am. Len introduced the two other board members in attendance Lou Ottaviano, vice-president and Mark Christian, secretary/treasurer. Those members and guests in attendance then introduced themselves. Mr. Dornberger then asked attendees to submit their ideas for future topics on the papers on each table.

The minutes from the April 10th meeting were then presented. On a motion made by James Frasier and seconded by Ethel Melvin Reed, the minutes were accepted as presented.

Mark Christian then gave a brief treasurer's update. The balance of the association checking account as of October 21, 2019 was \$ 5,302.59. Christian explained that the association received a check of over \$1,000 for association's portion of the profit from the Mid Atlantic Cemetery Convention held in Atlantic City in November 2019. On motion made by Lou Ottaviano and seconded by Ethel Melvin Reed, the treasurer's report was accepted as presented.

Mark Christian, chair of the Delaware Cemetery Board, then explained the Distressed Cemetery Fund and a proposed change in the distressed cemetery legislation that specifies a cemetery's financial position versus that of the owner as currently promulgated in current Delaware code. Christian pointed out that the change was proposed to enable more cemeteries to qualify for asking for assistance from the fund.

Lou Ottaviano shared an email that he received from Jeff Hall, representative of the 2nd Levy court District of Kent County, regarding the implementation of Delaware HB 476 that promulgated maintenance standards and enforcement for the for-profit cemeteries in the State. In his email, Mr. Hall indicated that Kent County was not going to take specific action to implement HB 476 since the existing county code already had provisions in place to address these issues.

George Widger then gave a presentation on marking historic graves using a QR link to the find a grave website. He explained in depth how to go about creating a QR symbol and printing in on a 1/16-inch-thick vinyl placard to mark historic graves in a cemetery. Anyone with a smart phone visiting a grave with a code could scan the code and get the link for that person. To receive further advice and assistance George shared his email address widgergg@comcast.net

Mark Christian shared the importance of requiring outside vendors to furnish proof of liability and workers' compensation insurance coverage. All vendors should be required to submit certificates of insurance on an annual basis.

The next item of business was a presentation by Lou Ottaviano on the importance of proper record keeping, both financial and historical. All information should be accessible by name of the deceased, original certificate holder, location of burial, and date of burial. He also

emphasized the importance of keeping the next of kin information and the number of annual interments up to date. Lou informed us his cemeteries are using Quick Books for his financial record keeping but indicated that there were a lot of programs available. He also emphasized the importance of having appropriate backups of essential information.

There being no further business to discuss on a motion made by Lou Ottaviano and seconded by Brad Dennehy the meeting was adjourned at 11:55 p.m. President Dornberger reminded everyone that the next meeting was scheduled for April 21, 2020 at 10:30 a.m.

Respectively Submitted,

Mark A. Christian
Secretary

Attachments:
Attendance roster

Attendees - DFSCA Meeting - October 22, 2019

Name	Organization
Mark Christian	Catholic Cemeteries , Inc.
Ethel Melvin Reed	Sharon Hills/Odd Fellows
Emmett Smith	Mt. Zion UAME Church Cemetery
Don Bergner	White Clay Creek Cemetery
John Woomer	White Clay Creek Cemetery
Paul Cooper	Cooper/Wilbert Vault
Paula Szczuka	St. James Episcopal Church Cemetery
Janie Miller	Family & Friends of Union Wesley Cemetery
James Frasier	Barratt's Chapel Cemetery
Candace Casto	DPH, Health Stats Cemetery Board
Shirley Watterson	Glenwood Cemetery
June Jarrell	Bryn Zion Cemetery
Allen Helsel	Old Drawers
George Nidger	Friends of Pigeon Run Cemetery
Ray DePhillis	St. Peter's Episcopal Church Cemetery
Charles Golt	Pencader Cemetery Glasgow
Brad Dennehy	Milford Community Cemetery
Bruce Ennis	Old Drawyers Cemetery
Tom Worles	Presbyterian Church
Faith Kuehn	DHSS
Michael J. Early	Merestone Consulting
Len Dornberger	Holy Cross Dover
Lou Ottaviano	Sharon Hills/Odd Fellows