



Mission Statement: The purpose of the Friends of Mount Hope Cemetery is to optimize the cemetery's potential as a cultural resource through education, preservation, and promotion of Mount Hope Cemetery's unique heritage.

Board of Trustees Meeting Minutes – February 1, 2023 – via Zoom

In Attendance	Excused	Unexcused	Guests/Members
Dennis Carr	Cam Tran	Tony Filer	Jarod Terrell
Pat Corcoran	Nancy Uffindell		Carina Gassman
Deb Coffey	Yarelis Tinoco		Susan Andersen
Kristine Klein			
Henry McCartney			
Barbara Figura			
Tom Jones			
Monica Gurell			
Robbie Dreeson			
Chris Grooms			
Sally Millick			
Chris Petote			
Marjorie Searl			
Rose O’Keefe			

Call to Order: Patricia Corcoran 7:00 pm

Secretary’s Report: Chris Petote

- Kristine Klein motioned to accept the January Board meeting minutes; Sally Millick seconded. Minutes accepted by all.

Cemetery Report: Jarod Terrell

- Jarod reported he is still waiting for a reply from the city regarding the heaters for both Chapels.
- Jarod was pleased to announce recognition came from the City of Rochester to the FOMH for their achievement as being “Best of Rochester” tours. He said the city will present a certificate at a later date.

President's Report: Patricia Corcoran

- Pat shared her feeling of optimism for the upcoming 2023 season.
- Pat was pleased to announce a new Volunteer Coordinator has been appointed. Cheryl Minchella, an active member of the FOMH, will assume this role for 2023. Cheryl previously shared her goals with Senior Board members, those goals being to create a volunteer application process for the website, to create a database of current volunteers as well as a way to track all the valuable volunteer hours. Pat also suggested that Cheryl be considered for a Trustee position on the Board.
- Pat shared that she has received requests from active members as to what exactly the Board does. Therefore, to share this information we will begin adding the monthly minutes to our website for all to view.
- Pat was very happy to share the news that the Landmark Society has added the Old Chapel to their list of 2023's "Five to Revive" program. This is huge for MHC. More will be shared by Chris Grooms, Chair of the Old Chapel committee.

Financial Report: Henry McCartney

- Henry sent his Proposed 2023 Budget for review along with the following message to all Board members:
 - "I am pleased to present, for consideration at Wednesday's board meeting, a proposed budget for 2023 (attached). This proposal is based upon 2022's income, which saw increases in membership dues and tour revenue. In addition, earlier this month FOMH received a \$20,000 donation from the individuals who donated \$10,000 in 2022 (given, in both years, on behalf of Kevin Corcoran). This generous donation now enables us to increase the budget estimate for Contributions and thus total estimated income for 2023.
 - The 2023 budget for overhead and program expenses largely mimics the expenses incurred in 2022, with some increases to anticipate inflation. In comparison to the 2022 budget, merchandise expenses (no coloring book expense) and the Special Projects line have been reduced.
 - Increased revenues and slightly lower expenses will allow FOMH to increase the Core Funds for Cemetery Improvement from \$50,000 budgeted in 2022 to a recommended \$65,000 for 2023 – a 30% increase!
 - This proposed budget assumes no new events or fundraising projects in 2023, though if the board or even individual board members wish to pursue new fundraising ideas, this budget can always be amended.
 - This Core budget does not consider Restricted Funds. In 2022 and even earlier, FOMH received donations and grants for specific purposes. The attached 2023 Restricted Funds worksheet identifies the funds that had balances as of January 1st. These monies are available for use in 2023. A new restricted donation of \$15,000, received in December, will support gravestone restoration in the Spanish American and WWI plots."
- Henry asked for any questions or concerns. Following a brief discussion Henry proposed the Board approve the 2023 Budget as presented, Tom Jones seconded. The Board unanimously accepted this Budget.

Trustee Report: Dennis Carr

- Dennis reported that the Nomination Committee met to discuss the 2023 elections of Trustees and Board members.
- Those trustees up for re-election are as follows: Deb Coffey, Rose O’Keefe, Chris Petote, Cam Tran, Robbie Dreeson and Barbara Figura. In addition, the nomination of Cheryl Mincella as a new Trustee.
- Dennis motioned to submit these names at the Annual Meeting for re-election/election, seconded by Kristine Klein. Board approved.
- Dennis then motioned that following the election, the Board nominate the following for Officers: Kristine Klein for President, Dennis Carr as Vice President, Chris Petote as Secretary and Henry McCartney as Treasurer. With the caveat that at the Annual Meeting, Kristine Klein will be introduced as President Elect, this motion was seconded by Barbara Figura, accepted by Board unanimously.

Tour Committee Report: Dennis Carr and Deb Coffey

- Dennis reported he & Deb Coffey set up dates for the training of (5) new guides. They will also offer various training opportunities for existing guides as refresher.
- Dennis shared that Sarah Johnson has put together the list of tours for 2023, as selected by the Tour Committee. The new schedule will then be formatted by Sally Millick who will then send it on to printer.
- Dennis noted (2) new changes in tour times for 2023, Thursday Twilight Tours will now begin at 6:30 pm rather than 7:00 pm and the Sunday tours will begin at 1:00 pm rather than 2:00 pm.
- Chris Grooms asked about a previous discussion regarding the possibility of increasing tour prices. Following a brief discussion and knowing that there has been no price increase in at least 3 years, as well as comparing FOMH prices with other local tours, museums, etc., it was agreed that an increase would be acceptable.
- Chris Grooms motioned to increase tour price from \$12 to \$15, Robbie Dreeson seconded. The board approved the motion unanimously.

Membership Dues for 2024: Kristine Klein

- Kristine shared that the Membership Committee had met and, among other topics discussed, was the possibility of raising membership prices beginning in 2024.
- Kristine shared the benefits of memberships: subscription to the Epitaph, emailed newsletters throughout the year, advanced notice of special events, annual membership meeting and free admission to theme tours.
- Barbara Figura added that there has been no increase in membership fees for over five years, also noting that the cost per member for just the Epitaph is about \$15/year.
- Proposed increases as follows: Individual up to \$40 (from \$30), Patron up to \$60-109 (from \$50-\$99) and Sponsor up to \$110-\$249 (from \$100-\$249) The Anchor and Benefactor levels would not change as there are very few at these levels. However, a new benefit will be added to the Benefactor level, that of a free private tour for up to 15 guests.
- After discussion it was felt this would be acceptable. Kristine Klein motioned to increase membership rates beginning in 2024, seconded by Dennis Carr. Unanimously approved.

Holocaust Committee: Marjorie Searl

- Marjorie shared that she, Marcia Birken & Pat Corcoran met with Bill Yager to decide on areas for the new benches near the Holocaust Memorial. Marjorie also mentioned that the monument is wrapped for safety.
- They have met with the printing company and have sent out 'Save the Date' cards.
- Marjorie has been talking with City Council Member Mitch Gruber to get the event on the Mayor's calendar, noting that Mitch would like to say a few words as well at ceremony.
- Guest speaker will be Michael Dobkowski, Chair of Holocaust Studies at Hobart and William Smith Colleges.
- The committee and Cemetery Manager Jarod Terrell have met with Mark Henderson who specializes in security and is familiar with handling security for these large events.
- The committee has also decided to forgo offering food following the ceremony, citing it may just be too difficult and not necessary.

Meeting adjourned at 8:06 pm

Next board meeting is Wed., March 1, 2023

Minutes Submitted by Chris Petote, Board Secretary