



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 – May 3, 2023

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

Call to Order: Kristine Klein 7:00 pm

Secretary’s Report: Chris Petote

- Motion to accept the minutes made by Patricia Corcoran, seconded by Dennis Carr. All approved it.

Cemetery Report: Jarod Terrell

- Jarod shared that he is currently working on the cemetery budget as well as some exciting new changes. Details to follow.

President Report: Kristine Klein

- Kristine began the meeting by thanking those who volunteered for the Flower City Challenge half-marathon, noting that it was a great success and was appreciated by the runners, their families, and the community.
- The Frederick Douglass Family Initiative (FDI) has started a new fundraising campaign for a Frederick Douglass museum in Rochester and a new publishing imprint, *The Frederick Douglass Imprint*. The purpose is to amplify the voice of Black & Brown authors. The first book is *Narrative of the Life of Frederick Douglass*, books to be distributed through Simon and Shuster.

- Kristine announced that we are a Rochester Eclipse Stakeholder Task Force member and part of the task force's tourism committee. Kristine asked for volunteers to help develop ideas for events, articles for the website, etc. Rochester Museum and Science Center are sponsoring this event.
- FOMH now has a Google Workspace. As part of this workspace, we can store documents that board members and those given permission can access. Kristine has begun to upload documents to the drive. At present, only those with a Google account will be able to access these docs.
- The smartphone app is live and available from the iPhone app store. Kristine shared with all how to get it and noted that we are still waiting for it to appear in the Google Play Store app.
- It was recently discovered that the PlantsMap website, which was linked to our tagged trees, has officially closed after a devastating data crash. We hope to take the information we have stored on computers/thumb drives and get it onto the website at some point.

Financial Report: Henry McCartney

- Henry was absent from the meeting but did say he would provide April/May financials at the June meeting.

Holocaust Dedication Ceremony: Kristine Klein

- Kristine reported that the programs are currently at the printers
- The speakers have all been lined up
- The chairs and road barriers will be delivered Friday
- FOMH volunteers are ready and will meet 2 hours before the ceremony to prepare

Restoration Report – May 2023 – as prepared by Pat Corcoran

Even before the last snowflake melted, our committee was hard at work.

The April 2nd Saturday was organized by Chris and Tom and was a big success.

Tom and Chris planted our first tree on Arbor Day near the gatehouse. It is lovely! It will be dedicated to John Pearsall, an active FOMH member, and gardener.

Robbie is busily interviewing perspective cradle grave gardeners for the upcoming season.

In stone restoration, the Spanish American War section is complete, and the World War I area is almost done, thanks to the hard work of Bill Yager and his crew. Susan Andersen has done a yeoman's job clearing away bushes in the Spanish American War section and adjacent fence.

Bill is putting the finishing touches on the Holocaust area in preparation for Sunday's dedication. KC is installing the urns.

Bill and his crew have begun repairing stones in Section L, which will be our most extensive restoration project this season.

We are looking forward to warm weather and a super season!

Tour Committee: Dennis Carr and Deb Coffey

- Dennis reported Deb, and he continued to train 11 new guides. This season, they initiated a great new training program, including classroom-type training and fieldwork.
- Dennis has sent out the May/June schedule detailing the public tour schedule, time of tours, location of tours, and names of guide(s).
- Dennis and Deb will send email reminders to the guides each week.
- On April 22, they held a refresher for all tour guides, current & new, to reinforce policies and procedures. Nineteen guides were in attendance.
- Deb reported that on the first Sunday tour, May 7, she will be the guide and will have four of the new guides with her.

Tour Cancellation Policy: Barbara Figura

- A 2021 proposed cancellation policy was written but was not voted on by the board. There was some discussion among board members as to the particulars. Barbara will update the policy accordingly and present it at the June meeting for the board to vote on.

Collecting Volunteer Hours: Patricia Corcoran

- All members received the newly created form for recording volunteer hours at the previous meeting. Pat has created a binder to be kept in the gatehouse for all to add their hours at each monthly meeting. Pat will calculate. Pat and Kristine reiterated the importance of keeping a record of board members' hours.

Board Committees and Responsibilities: as presented by Kristine Klein

1. Who I am not and who I am a) Not Pat – not as smart or as nice: b) I won't be on every committee or pick up the slack for you: c) I am a substance over style person. Big on prioritizing and planning: d) I am good at making mistakes but will admit them when I do: e) I will listen to your comments and advice but may not always do what you think I should do. It isn't personal: f) I don't make promises that I know I may be unable to keep.
2. Expectations a) 5-10 hours per month doing something related specifically to FOMH and your role in the organization. This does not include promoting us or our events at meetings, events, etc., where you are not there specifically as a representative of the organization; b) You should be an active participant on at least one committee; c) Please keep me in the loop; d) All FOMH events, tours, talks, etc. should be on the calendar; d) Communicate! What each of the different committees does may affect other committees or projects. Always ask for input from those not necessarily on your committee. For example – the tour committee is related to the receptionists, membership, and PR.
3. Please keep the secretary up-to-date with your contact details. Please inform Chris Petote of any changes to the ancient contact list I sent.

4. I will email you with questions, etc. If I don't hear from you, I will call you. Don't hesitate to call me. (but not before 7 am or after 9 pm)
5. I am going to use our Google Workspace a lot. It is super handy for creating email lists. I strongly encourage you to use the workspace and emails that can be created for the committees. One of my issues is that everyone is using a personal email address. If something should happen to any one of us, the business you are conducting via your email is lost to us.
6. I'm unsure how to say this without sounding bad, but we need to move into a more professional space.

Kristine shared the importance of getting volunteers more involved, adding that we only sometimes need to add more members to the board. She also noted that current board members need to be more accountable. A discussion on accountability led to questions of what procedures should be implemented for board members that miss several board meetings. Dennis Carr will draft a proposed change to the by-laws based on the board's recommendations. He will then present it to the board for review and approval.

Pat Corcoran shared that Richard Reisem generously donated a copy of his book, *"Classic Buffalo A Heritage of Distinguished Architecture"* to each board member. It was decided that instead of a group thank-you, each member shall write a note to Richard to express their thanks. Chris Grooms then shared that copies of the Studio 678 project book, "Mirror Image," were available for those interested.

To shorten board meetings and allow enough discussion time, most committee reports/stats were sent to each member before the meeting for review. There will be an opportunity for questions regarding these reports at the end of the meeting. This new procedure is a trial and can be discussed at subsequent meetings for its effectiveness.

Additional Reports:

Please see the attached individual committee reports

The meeting adjourned at 7:55 pm.

The next board meeting is Wed., June 7, 2023

Minutes Submitted by Chris Petote, Board Secretary