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 – December 2023 – via Zoom

<table>
<thead>
<tr>
<th>In Attendance</th>
<th>Excused</th>
<th>Unexcused</th>
<th>Guests/Members</th>
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<tbody>
<tr>
<td>Dennis Carr</td>
<td>Tony Filer</td>
<td>Jarod Terrell</td>
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<td>Pat Corcoran</td>
<td>Sally Millick</td>
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<td>Carina Gassman</td>
<td>Marjorie Searl</td>
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<td>Deb Coffey</td>
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<td>Kristine Klein</td>
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<td>Robbie Dreeson</td>
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<td>Barbara Figura</td>
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<td>Henry McCartney</td>
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<td>Chris Petote</td>
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<td>Chris Grooms</td>
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<td>Nancy Uffindell</td>
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Call to Order: Kristine Klein 7:00 pm

Secretary’s Report: Chris Petote
- Motion to accept November minutes by Patricia Corcoran, seconded by Robbie Dreeson, accepted by all.

Cemetery Report: Jarod Terrell
- Jarod reported that he received approval to clean the Gatehouse and Chapel gutters.
- Jarod met with the City of Rochester Preservation Board on November 8 regarding the 1912 Chapel. They have chosen the ornamental gate for the front of the Chapel.
- The City is working on a formal letter to send to families regarding re-purchasing unused burial plots.
- Sofia LeBlanc, Tech. App. Coordinator for the City of Rochester is working with Susan Andersen, FOMH Volunteer, on creating the new cemetery map/brochure as the current one is now outdated given the changes made with roads in MHC.
- Jarod reported that the final Columbarium projects should be completed by March 2024.
- The 1912 Chapel continues to be a main focal point of the City of Rochester. Jarod noted that they tend to do the same studies/reports repeatedly, yet have not moved forward yet.
• After discussing the possibility of the FOMH maintaining both the Florentine and Sylvan Waters fountains, Jarod reported that the City has given its approval. Note: This is pending the FOMH deciding if they can afford this endeavor and choose to do so.
• Lastly, Jarod shared that the Flower City Half-Marathon is a no-go.

President Report: Kristine Klein
• Kristine reported that she and Pat Corcoran met with Joanne Beck, landscape architect, regarding the two fountains. In addition, Dwight Harrienger, an Engineer, looked at the Sylvan Waters fountain and will give a plan to help us determine what needs to be done.
• Roc the Day saw 18 donations for a total of $1,319.00, up about $50 from last year.
• Kristine reminded everyone that the Wreaths Across America event will be held at noon on Saturday, December 16, 2023, by the Civil War monument. Kristine encouraged all members to attend this special event if possible.
• Winter tours will be given on the last Saturday in January, February, and March.
• Kristine shared that the FOMH now has a cell phone. The number is 585-209-7727. The phone and the first year of service were an in-kind donation from Kristine.

• Henry shared his financial report with all via split-screen. He stated that the FOMH will be in very good shape at the end of the 2023 season. Henry noted that membership is about the same as months previous; public tours were down a little this season, as were merchandise sales. Special tours saw an increase this season, and donations were up significantly. Expenses fell below what was budgeted. Currently, the FOMH has a surplus of over $30,000.
• Henry noted there would be a couple more bills, for example, the website cost and the 2023 tax return for example. Henry will look at the entire year in December and then wants a meeting in January to get input and new ideas on how to spend the funds, fundraise for new monies, etc.; this will help him build the following year’s budget.
• Below is a resolution passed by the Friends of Mount Hope Board of Trustees at the December 6, 2023 Board meeting. This resolution will be recorded in FOMH’s December 2023 Board minutes (still in draft form).

Resolved that the following amounts, totaling $2,341, be withdrawn from three FOMH managed Trust Funds and sent to FOMH, reimbursing FOMH for 2023 expenditures in furtherance of the purposes of these Trust Funds.

- Clifford Davie Fund $ 200
- Henry Brodie Fund $ 300
- Irving Mann Fund $1,841

Passed unanimously.

Coloring Book for Adults: Pat Corcoran
Pat Corcoran, with assistance from Daryl Powell, Sally Millick, Richard Reisem, Joanne Mitchell, and Kristine Klein, was able to create and publish a coloring book on MHC designed for adults. This will be added to other merchandise. Pat has kindly sent a copy to each board member.
Holiday at the Market: Chris Petote
- Chris has envisioned the FOMH having a table at the public market for a good few years, and once FOMH obtained the Square device, it felt it was time to try it. The plan is to set up a booth staffed by reception volunteers and try to sell FOMH merchandise, memberships, etc., as unique Holiday gifts.
- Chris has five volunteers lined up. The market runs Sunday, December 10, from 8 am-2 pm.

Annual Meeting: Kristine Klein
- Kristine has requested all committee chairs to get their final 2023 reports sent to her as soon as possible. She will then assemble for the Annual Meeting.
- Kristine asked for ideas of potential places to hold the meeting, such as Brighton Town Hall, Unitarian Church, etc.
- Kristine also wants ideas for speakers, as now would be the time to invite them.

Committee Reports:
*Full reports were emailed to Board members before the meeting*

**PR Committee** - The committee met and has been working on ideas for promoting FOMH. The committee also noted that we desperately need a PR person to take the lead on this. Sally Millick has offered to create a job description for a PR person; Kristine will post this to volunteer search websites once it is done.

**Membership Committee** - This committee met, and the first topic was getting new members to renew after their initial year. Some ideas were to offer special member-only events, e.g., private, members-only tours, pre-tour talks for members, offering free water before a tour, offering off-season events such as Zoom presentations or talks in the Gatehouse, etc. Again, along with the PR committee, promoting FOMH has to be a main focal point next season. It was also decided not to increase membership fees until we can offer some member-only benefits.

**Restoration Committee** - Pat Corcoran shared that her end-of-year report is complete, including cradle grave information from Robbie Dreeson and a landscape report from Susan Andersen. She will be ready to present it at the annual meeting. Pat noted that 82% of FOMH monies went to restoration this season; she did note that of that amount, a percentage was from some very generous, one-time donations.

**Cradle Graves: Robbie Dreeson** - Gardens are done for the season, and she will check to see that all are cleaned out as requested. Robbie will send her emails out in March to all gardeners inquiring as to who will return. Currently, there are over 100 gardens and well over 100 gardeners. As this program has gotten quite large, for the 2024 season, Robbie would like to split the cemetery in half and share responsibility with another person.

**Second Saturday Program: Chris Petote** – after co-managing this program for the past five years, Chris is stepping back. It was suggested that different leaders take a month rather than the same people running this program each month. Chris will continue to help with emails and communication and share how the program runs.
Tour Committee: Deb Coffey and Dennis Carr – Deb wants to get ahead of the curve for the 2024 season in training new guides. They received 12 inquiries from potential new guides; in November, they held a 90-minute meeting with 8 of the 12 in attendance. The meeting was given to those who knew nothing of MHC. Deb and Dennis explained their expectations, the amount of work it takes, and individual accountability to those at the meeting. The eight who attended want to continue in the program. Deb gave all a reading and a writing assignment. Deb, Dennis, and Sarah Johnson have been working on the 2024-themed tour schedule; they will solidify dates soon, knowing that it has to go into proofreading and then to the printer soon. Dennis thanked Deb for her new guide training program, noting that this has led to creative tour guides coming up with new ideas and welcoming ideas from others.

Assignment for Board Members – To build a stronger team, Kristine has asked that all board members consider why they are on this board and their role as trustees. Kristine plans to start meeting with board members in January.

Motion made to adjourn by Chris Grooms, seconded by Pat Corcoran

The meeting adjourned at 8:15 pm.

Additional Reports:

Please see the attached individual committee reports

The next board meeting is Wed., January 3, 2024

Minutes Submitted by Chris Petote, Board Secretary