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 – January 3, 2024 – via Zoom

<table>
<thead>
<tr>
<th>In Attendance</th>
<th>Excused</th>
<th>Unexcused</th>
<th>Guests/Members</th>
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<tr>
<td>Marjorie Searl</td>
<td>Dennis Carr</td>
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<td>Jarod Terrell</td>
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<td>Sally Millick</td>
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<td>Pat Corcoran</td>
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<td>Carina Gassman</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>Monica Gurell</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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<td>Tony Filer</td>
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Call to Order: Kristine Klein 7:02 pm

Secretary’s Report: Chris Petote

- Motion to accept November minutes by Marjorie Searl, seconded by Barbara Figura, accepted by all.

Cemetery Report: Jarod Terrell

- Jarod shared that he has been out of town for a couple of weeks visiting family over the holidays. He is currently very busy catching up with emails.
- Work continues to obtain new cemetery software, with a hoped-for implementation by 2025.
- Work continues creating a new cemetery map/brochure, a joint effort between FOMH and the City of Rochester staff.
- Columbarium projects continue on track for springtime completion.
- Jarod informed the Board that Riverside Cemetery has a building that is deteriorating. This may affect how money gets appropriated for the continued work on the 1912 Chapel.
President Report: Kristine Klein

- Kristine began by wishing everyone a Happy New Year.
- She reminded everyone to get their volunteer hours into Pat Corcoran ASAP. Pat is compiling this data for the Annual Report to be sent out before the Annual Meeting.
- Kristine reiterated the importance of keeping originals/copies of all cemetery-related documents in the Gatehouse and any equipment or supplies purchased with FOMH funds. She added that material can be easily stored on the shared Google Drive. Kristine also suggested using a FOMH.org email, especially for those board members who receive important emails or are time-sensitive for FOMH operations.
- Kristine requests, as a “New Year’s Resolution,” that we all refrain from using the following phrases when it comes to new ideas/suggestions: “We’ve always done it that way” and “We’ve tried it before.” She wants everyone to feel free to offer suggestions or ideas and try new things.
- Kristine will set up times to meet and speak with each Board member and committee chair sometime in the coming months. She will be available at the Gatehouse most Saturdays between 11-1 and set times or via Zoom. She wants board input in various areas and help in certain areas.


- Henry reported that the FOMH had an excellent year in 2023 financially.
- New memberships were down slightly from 2022, but renewals by existing members were up. Public and themed tours were down slightly, but special tours were up.
- Contributions were much higher than expected. FOMH budgeted for $10,000 in contributions for 2023 but received upwards of $14,000.
- Henry noted that administrative costs comprise about 7% of income expenditures, with education at about 17%, leaving most FOMH funds for cemetery improvement projects. The 2023 initial budget was set at $75,000. At year's end, the FOMH spent $61,000 of their funds, in addition to $25,000 from grants/restricted funds and $2,500 from trusts. In all, $89,000 was spent by year-end on cemetery improvements.
- Henry, Carina Gassman, and Kristine Klein invite all to attend the 2024 budget meeting, to be held on Saturday, January 13, at 11:30 am at the Gatehouse. All are welcome and encouraged to come as they are looking for input and to share information.

Annual Meeting: Kristine Klein

- The annual meeting will be held on Tuesday, April 2, 2024, at 7:00 pm at Brickstone by St. Johns, 1325 Elmwood Ave, Rochester, NY 14620.
- Kristine reported that there will be a guest speaker, a presentation of FOMH reports, and refreshments.

Eclipse Activities: Sally Millick and Chris Grooms

- Sally noted the considerable emphasis that museums, tourism/hospitality venues, and many other businesses in Rochester and surrounding areas have put on the April calendar. These organizations expect a large influx of people to the area for this event and are planning how best to get involved and get visitors to their venues.
- Sally and Chris Grooms have met and begun sharing ideas to offer special tours tied to space and science at MHC. Sally noted that timing is crucial; plans need to be set ASAP.
as the FOMH needs to be included on others' calendars of events. After some discussion on safety issues, parking, other logistics, etc., it was decided that this discussion would be finished at the tour committee meeting on Saturday, January 6.

**Pocket Guide & Map Brochure: Kristine Klein**
- The FOMH is working with the City to create an updated brochure. They want to add new people of interest to the new brochure while keeping some of the most popular listed. Susan Andersen will lead the committee. Kristine asked anyone interested in helping with this project to let her know.

**Committee Reports:**

*Full reports were emailed to Board members before the meeting*

**Membership Committee** – Barbara Figura and Kristine Klein met after the last membership committee meeting and would like to meet with the tour committee to discuss ways to get and retain new members.

**Restoration Committee** - Pat Corcoran has set the next restoration committee meeting for Saturday, February 2, at 11:00 am at the Gatehouse. Pat also invited anyone interested to join these meetings. She asked if there was any interest in joining this committee. Marjorie Searl and Monica Gurell both wish to be a part of this.

**Genealogy**
Nancy reported that December is typically a quiet month as people are in holiday mode, but this free time allowed her to get out and take pictures that helped in her research.

**Holidays at the Market**
Chris Petote, Robbie Dreeson, Kristine Klein, and receptionists Judy Berman, Sandy DiStefano, and Sue Bellinger worked in shifts on Sunday, December 10, from 6:30 am until 3:00 pm at the Rochester Public Market. All had a great time. They decorated and set up a booth offering FOMH merchandise: books, pictures, tee-shirts, ornaments, memberships, etc., as Holiday gift offerings. Thanks to the Square device, we were able to do this. There was a lot of interest from market shoppers. We sold about $110 worth of items/memberships. We plan on doing it again this year. In addition, some volunteers would like to have the Gatehouse Gift Shop open on select weekends in November and December.

**Tour Committee: Deb Coffey and Dennis Carr**
Deb Coffey and Dennis Carr will meet with their new tour guide candidates in the coming months. They will begin the training sessions indoors. When the weather improves, training will move outdoors. Deb noted they have 12 new guides in training and four returning from last year.

Kristine shared that 7,610 board volunteer hours were reported for 2023.
Motion made to adjourn by Chris Grooms, seconded by Sally Millick

The meeting adjourned at 8:00 pm.

Additional Reports:

Please see the attached individual committee reports

The next board meeting is Wed., February 7, 2024

Winter Tour: Saturday, January 27 at 11:00 am, South End

Minutes Submitted by Chris Petote, Board Secretary