

Fairlawn Cemetery Association

PO Box #115
Scio, NY 14880

Wednesday, June 18, 2025

The Scio Fairlawn Cemetery meeting was called to order at 5:35 pm by President Dan Lounsberry at Scio Memorial Library. Board members present were: Dan Lounsberry (president), Dennis White (vice-president), Tristen Woodruff (treasurer), JoAnne White and Donna Dean (trustees), Vince and Kelly Carlin and Ethan Maibel (guests). The minutes, having read previously, motion to approve these as read was made by Dennis White, second by JoAnne White. Carried by all present.

Sexton Report

1. Ron Washburn was not present at the meeting.
2. It was reported that Carol Faulkner was buried in the cemetery June 14th, 2025

Treasurer's Report

1. Tristen's Treasurer's Report #3 is included.
2. Tristen shared the Income/Expenses from April 16th to May 21st, 2025 and May 21st to June 18th, 2025 with the committee. These are included.
3. Tristen gave us a breakdown of the cemeteries 5 Trusts (Baisley Trust, Rich-Major Trust, Connor Trust, Tuttle Trust, and Palmer Trust) and 2 Funds (Permanent Maintenance and General Fund). This information is included. Tristen and Dan will check to see what happened with the Ryan account and if we should be putting flowers on the site for Memorial Day.
4. The 941 form was filled out and Ron Washburn was paid.
5. Tristen was questioning how to file the NYS-45 Quarter 1. He believes we missed Quarter 4 for 2024. He hasn't received any notice from the State about it.
6. Tristen announced that we are being audited by Erie Insurance. They would like to see the form 941description of officers and other things. They'd also like to see the NYS-45 form, but he doesn't have them. He assumes they were filed electronically, but doesn't have the account to see the past ones.

7. The cemetery price changes have been reflected on the website.
8. The committee decided to charge a \$25.00 fee for us to add any personal information into the Chronicle for them. They will need to provide the information.
9. Donna Dean made a motion to accept the treasurer's minutes, seconded by Dan Lounsberry. Carried by all present.

Old Business

1. The garage door was installed by Gene Hickey of Olean Overhead Door Company on June 4th, 2025 for \$1,075.
2. Two pine trees in the cemetery we cut down and removed on June 18th, 2025 by Aaron McGraw from Alfred Station for \$3,700.
3. JoAnne sent the new cemetery service fees to all the area Funeral Directors (including Angelica) and to the Division of Cemeteries (5/23/25). List of prices enclosed.
4. A mulching kit was purchased for the cemetery's Husqvarna. Dennis will put this on and the bolt to a pulley on the mower deck when he has time.
5. Flowers from East Wind Landscape (\$311.51) was purchased and planted for grave spaces in the cemetery that are in trust.
6. Donna Dean invited Kelly Carlin to the meeting to present some ideas for future fundraisers. She suggested a basket raffle/Chinese auction at the library—go to local businesses for donations; 3 dinners/year; pie and cake raffle; 50/50 raffle, etc... Some local names were mentioned: Allegany Historical Society, Dave Ford, Richie Leitzell, Side-by-side group, Dana Flamini, Danny Goodridge, and Mike Kirtner.
7. Donna Dean made a motion to accept the Old Minutes, second by Tristen Woodruff. Carried by all.

New Business

1. Jack Reed donated \$1,000 to the cemetery. Dan sent a thank you note to him.
2. Dennis purchased a new leaf blower for the cemetery in exchange for the old Husqvarna and two weed trimmers.

3. April Mott (Michael Coats girlfriend) contacted Dennis. She would like Michael to be buried with his grandmother (Virginia Demming) and grandfather (Roberts Coats). Dennis will tell her we need a certificate of cremation. We will give them a burial receipt. Burial will be in Lot 188 SD, space 5 or 6—deed #463.
4. Brenda Billing's ashes will be tabled until further notice.
5. Vince and Kelly Carlin agreed to offer their services to help the cemetery. Vince offered to weed eat the cemetery at least once a month. The committee thanks both of you.
6. Elmer Thomas and son Travis is a big issue. More discussion needed at next meeting.
7. Dan mentioned that we need help weeding the cemetery because he's having surgery on his ankle.
8. The committee agreed on set prices for pressure washing gravestones. Prices are as follows: \$25-extra small stone, \$50-small stone, \$75-medium stone, \$100-large stone, \$125-extra-large stone.
9. It was mentioned to put up a board by the flag poles to list of all the veterans in the cemetery (including Jason Dunham). Ethan said that the Lion's Club might allow us to borrow their sign. It's also possible to look on the Chronicle for that information as well. Dan agreed to talk to Ron for ideas.
10. It was suggested that the cemetery committee think of a logo—an image that comes to mind for the cemetery. Jimmy Joyce was suggested for ideas.
11. Tristen made a motion to accept the New Business, seconded by Dennis White. Carried by all present.
12. The next meeting is scheduled for Wednesday, July 16th, 2025 at Dan Lounsberry's home at 5:30pm.
13. Motion to adjourn the meeting at 7:10pm was made by Tristen Woodruff, seconded by JoAnne White. Carried by all present.

Sharon Washer (secretary)