

Minutes of the Waterford Union of Cemeteries Association Trustee Meeting
Annual Meeting
June 17, 2018

The meeting was called to order by President Paul Rose. In attendance were Trustees Paul Rose, Linda Landreth, Bronwen Souders and Ed Lehmann.

TREASURER'S REPORT

Our checking account balance is \$4,217.31. This amount does not include a \$500 donation from Mr. Hough. \$480 will be received from donations made to the WCA during their membership drive plus the annual \$250 donation from the WCA itself.

Last year there were five mowing's in the cemetery which cost \$1,304 with the last mowing paid by the Waterford Foundation for the Fair. Therefore, our mowing total was \$1,054, about \$263 per mowing.

\$1,260 was spent on tree removal and a similar fee should be included this year. There is a big limb which needs to be removed in the black cemetery. If it falls, it will damage a number of headstones.

As part of our effort to locate unmarked graves and areas without graves, \$1,900 was spent on a ground radar study.

Our total expenses last year were \$4,200.

The treasure's report was accepted.

Discussion results: Mr. Hough will be sent a photo of him kneeling by William Hough's gravestone.

COMMITTEE REPORTS

Ed Lehmann report and discussion on recent ground radar location of graves

Geomodel Inc. was contracted to survey the cemetery using ground penetrating radar to look for both unmarked graves as well as areas without graves. Mr. Matthew Turner came out and spent about 4 hours going over open areas of the cemetery.

In all, 50 unmarked graves were found in the black cemetery and four in the white cemetery. These have been marked with wooden stakes. Three open areas were found that did not contain any graves and could be used for memorials or cremains burials.

Discussion results: Because the current wooden stakes hinder efficient mowing, they will be replaced with stainless steel markers staked so they are flush to the ground. Eventually these will be replaced by flagstones. It was decided to use 12' square flagstones to mark

these graves. For each grave, a hole will be dug, gravel added, and a flagstone set on top. Funding for this effort is discussed in the VDHR grant application.

Motion: It was moved to allocate up to \$200 in grave markers to replace the wooden stakes.

Ed Lehmann report on offering the public the placement of memorials or the burying of cremains.

Ed Lehmann discussed his research into our offering cremains burial and memorials. There are three areas that have no graves and could be used for this service. One is in the black cemetery and two in the white cemetery. Discussion resolved around the mowing effort if headstones were allowed. Even with a flush base around a headstone, it was felt raised stones would be a maintenance issue and could be unsightly. Linda Landreth offered photos of a cremains area at the Lovettsville Cemetery where raised plaques were laid on a concrete base. From these photos, the final idea of using a concrete strip covered in flagstone was developed.

Pricing ideas for burials or memorials was discussed and the possibility of charging \$1,000 a marker was thought a fair price since this service includes perpetual care. This income would be used to build up our endowment fund.

Discussion results: It was decided to look at offering memorials or cremains burial starting in the open area in the white cemetery along the south fence. A concrete strip would be laid and covered with flagstone onto which brass plaques would be attached. Ed Lehmann will develop design ideas and costs for the next meeting.

OLD BUSINESS

Final discussion of changing Bylaws to expand the area of residency of trustees

In 2006, the IRS was asked to make a change in our bylaws so that trustees could be chosen from anywhere in Loudoun County, not just the Catoclin Magisterial District of Loudoun County. Their answer was that such a change had to be made through an appropriate form.

Motion: Change the registration process in our bylaws from “All Trustee nominees shall be residents of the Catoclin Magisterial District of Loudoun County” to “All Trustee nominees shall be residents of Loudoun County”.

Discussion results: Ed Lehmann will work with Linda Landreth to get this change to the IRS.

NEW BUSINESS

Maintaining the fence between the two cemeteries

The question arose whether the fence between the black and white cemeteries should be maintained.

Discussion results: Since the deed mentions that the two cemeteries should be separated, it was decided to maintain the fence.

Should the black cemetery be sold to an African American entity?

A discussion occurred about finding someone to look after the black cemetery. Since finding such an entity would be remote and because the cemeteries are connected historically and by deed, the idea was dropped. However, the Association is open to any offers of help in maintaining the history and grounds of the black cemetery.

Loudoun County map of historic cemeteries just released

The County has put up its cemetery database. Access is at <https://geohub-loudoungis.opendata.arcgis.com>. Ed had commented to Kristin Brown (Kristin.Brown@loudoun.gov), who is in the county mapping area, about missing data.

Authorization to replace and extend the fence along Fairfax Street

The fence along the white cemetery on Fairfax Street is 25 years old and needs repair. There is no fence along the black cemetery on Fairfax Street.

Discussion results: Ed Lehmann will work with Paul Rose to see what posts are still good and what trees need to be removed. Costs will be developed and the fence along the black cemetery will be incorporated into the VDHR grant

Grant for unmarked grave markers and fencing

In order to fund the use of flagstones to mark unmarked graves, it was decided to apply for a grant with the Virginia Historical African American Cemetery and Graves Fund, part of VDHR. At the same time, we will ask to upgrade the fencing along the Fairfax Street side of the black cemetery.

Discussion results: Ed will cost out the effort to install flagstone markers and work with Paul to see what fencing is needed. He'll also coordinate and submit Virginia Form 100 which is required before any monies can be given to an organization by a state office.

Signage at the Cemetery entrance

Ed Lehmann offered to make a sign for the entrance to the cemetery that would explain the cemetery's history to visitors.

Discussion results: Ed Lehmann will send out wording for the sign for review. Once the wording is accepted, he will create a weatherproof sign.