

**Minutes for DIMS Ninth Annual General Meeting
Monday, Jan. 14, 2019
Conservancy Room, Marcus Isbister Old School Centre**

Present

Directors: Wendy Boothroyd, Lori McFarlane, Angela Robinson, Jane Lighthall, Dennis Lavalle,
Isabelle Fusey

Regrets: Graeme Isbister

Cemetery Manager: Charlie Johnston

Community Members: 14

Call to Order, Welcome, Introductions, Regrets, Agenda Review

Wendy Boothroyd called the meeting to order at 7:05 pm., welcomed those in attendance, and introduced the current board members, Graeme Isbister was not able to attend. There was no new business added to the agenda, and the proposed agenda was adopted.

Abbreviated Minutes of the eighth AGM, Jan. 15, 2018

Secretary Angela Robinson read an abbreviated version of the minutes of the last AGM, held January 15, 2018. An error was made in the Minutes of the Eighth AGM. The title of the Abbreviated Minutes should have read "Abbreviated Minutes of the seventh AGM, January 23, 2017", not of the sixth AGM, Jan 11, 2016. The minutes were adopted with the above correction.

M/A

Chair's Report

Wendy Boothroyd read the following report.

Louise Bell resigned at the last AGM. Louise had been with DIMS since the start and her list of duties was 4 pages long. We divided those duties up amongst the 7 board members. So, I am chairing this AGM although I am not the chair of the board.

2018 was a year of learning for DIMS. Each burial is different and we have learned how to deal with new and sometimes unexpected circumstances. With each burial the cemetery manager Charlie Johnston refines his methods, tries to think of every contingency, and takes care of families. Charlie's contributions to DIMS go well beyond what is expected from his job description.

Our Natural Burial Cemetery procedures hold to the highest standards of green burial. This is the intention of the society but also the result of following the covenant held by DCA. Because it would be costly, and not useful for us, we did not apply for certification by the Green Burial Society of Canada.

Because of our strict eligibility criteria, we do not need to advertise for business. DIMS continues to receive requests from people who want to be buried at the cemetery and unless they have lived on Denman, own land here or have close relatives on Denman, then they are not eligible.

We have clarified our policy regarding the privacy of people buried at the cemetery this year.

An important project that was completed this year was creating a new cemetery record. This was a big job and I want to acknowledge Isabelle Fusey for doing it so well. The cemetery record is an Excel document that enables us to track money, grave sites, and all related details. It makes record keeping simpler, provides safeguards and will be valuable for us in our routine reporting to Consumer Protection BC.

In 2013 DIMS created the first version of our Management Plan. This document, approved by DCA, summarized the environmental attributes of the site prior to establishment of the cemetery, established strategies for property management and integrated this property's use within the larger Central Park conservation efforts. The Management Plan ensures that all activities in the cemetery comply with the Conservation Covenant held by DCA. The Management Plan is updated every 5 years, and 2018 marked the first update. Erika Bland and J Thornton from DCA and Lori McFarlane from DIMS worked on this. Several meetings and many hours of work later, the update is almost completed. DCA's Land's Committee will review the final draft at their January 2019 meeting and we are hopeful that it will be approved and finalized by the end of Jan 2019.

Finally, thanks to John Dillon and David Scruton there is now a second handmade bench in the Lych Gate at the entrance to Denman Natural Burial Cemetery.

Treasurer's Report

Treasurer Lori McFarlane presented the Financial Statement for 2018. This report is appended to the minutes.

Motion to adoption DIMS 2018 Financial Statement.

M/A

Membership Report

Director McFarlane reported that DIMS membership at the end of December 2018 stood at 20 members.

Report from Cemetery Manager

Charlie Johnston presented the following report.

In 2018 there were six burials: 4 at need Rights of Interment and 2 pre-need Rights of Interment that were exercised.

There were 4 Scattering of Cremated Remains arranged, 3 of which were carried out in 2018, and 1 which will be held in 2019.

There were numerous enquiries about burial in our cemetery for whom a lack of connection to Denman Island resulted in ineligibility. In a couple of instances of eligible enquiries, the family ultimately chose other burial options.

Communications

Director Isabelle Fusey presented the following report.

Inbound communication is mainly through our email account (dinaturalburial@gmail.com) and the Contact page on the website (dinbc.ca). The cemetery manager answered queries about client services and board members took turns answering other inquiries.

We continued to make available an information booklet and a leaflet. The leaflets can be picked up at the information kiosk at the cemetery and at various locations in the community. It can also be downloaded from the website. The booklet is distributed to clients by the cemetery manager. Our website has proven to be a good source of information for people who are thinking of starting a green cemetery. We gave at least five cemetery tours to people thinking of starting a cemetery – people from BC, Washington State, and Ontario. In addition, we answered a number of inquiries by phone or email, with assistance from Louise Bell.

Two of our board members provided background on DIMS and DINBC to the Hornby Denman Health Network meeting in April.

Finally, the Islands Trust Funds' Heron newsletter published an article about us in May 2018.

Work on the Land 2018

Director Dennis Lavalle presented the following report.

Using the large drawing done by the Community Studio Landscape architects he began at the entrance to the Cemetery.

He acknowledged and gave appreciation for the addition of the second bench for the Lych Gate completed in Dec. by David Scruton and John Dillon. This completes the Gate, a 12 foot fir bench now on each side.

He reported on two work bees that saw the transplanting of a couple of dozen small seedling trees of mixed species on the South Boundary of the Cemetery adjacent to the grave sites. He told us that some of the graves already had seedlings of small trees and some Salal and Oregon Grape.

The field of tall grass within the 35 year area was mowed by a volunteer once in mid summer. This helps in eliminating invasive species. As well, board members and volunteers from the Friends of the Green Cemetery (FOGC) worked to remove holly from the whole cemetery property. Holly continues to show itself. Thistles were continuously removed by a board member, and the Reed Canary Grass persists.

Other work included weeding and weed eating of the allee, the Gathering Space, and the Scattering Paths. Board members and volunteers did the watering of the young 20 Garry Oaks weekly through the summer months.

Mulch acquired from the tree clearing crews in the fall was applied on the paths in the Scattering area.

Dennis reported that Charlie and the board have continued to add to the tools used for burials and ground maintenance.

Jane thanked Erika Bland, Denman Conservancy Assoc. land manager for helping us maintain the land while abiding by the DCA held Covenant for the Green Cemetery.

Election of the Board of Directors

Director Lori McFarlane explained the election process for 2019

Lori McFarlane, Angela Robinson, Graeme Isbister and Isabelle Fusey are at the end of their two year terms and, as of this meeting Wendy Boothroyd, Jane Lighthall, and Dennis Lavallo are halfway through their two year terms.

Director McFarlane presented the following list of islanders who, to date, had expressed their wish to stand for election as DIMS directors for a two year term:

Lori McFarlane, Angela Robinson, and Isabelle Fusey

Lori then called three times for nominations from the floor. As there were none, the preceding three people were declared elected by acclamation.

New Business

Director McFarlane explained that the DIMS board is required to appoint signing officers annually at this time.

MOTION to appoint Lori McFarlane, Charlie Johnston, and Angela Robinson as signing officers for the Denman Island Memorial Society with the Union Bay Credit Union for the year leading up the Society's 2020 Annual General Meeting. M/S/C

Adjournment

Wendy Boothroyd adjourned the meeting at 7:50 pm. Refreshments were served.

DIMS 2018 FINANCIAL STATEMENT
GENERAL ACC'T/PRE-NEED ACC'T/CARE FUND ACC'T

1. GENERAL ACCOUNT:	Amount	Sub-Totals	Totals
Carried Forward from 2017			10,430
INCOME:			
Cemetery Operations:			
Open/Close Grave	1,909		
Interments	5,750		
Scatterings	800		
Plaques - 9 X \$300 + 1 X \$290	2,990		
Admin fee for pre-need ROI - 8 X \$120	960		
Sub-Total		12,409	
Other:			
Memberships	100		
DIRA Bottle Depot	245		
Donations	1394		
Care Fund Interest	49		
Sub-Total		1,788	
TOTAL INCOME:			+14,197
EXPENSES:			
Cemetery Operations:			
Insurance	1,800		
Promotion/Admin/Supplies	490		
Open/Close Grave	1,388		
Plaques X 9	1,635		
BC Society Annual Report	40		
Transfer to Care Fund from General Acc't	1,360		
Manager's Monthly Stipend	2,400		
Manager's Fee-for-service Payments	1,530		
Sub-Total		10,643	
TOTAL EXPENSES:			-10,643
BALANCE			13,984
Bank Balance at December 31, 2018 (actual)			14,354.62
BANK RECONCILIATION GENERAL ACC'T:			See over

General acc't balance Dec 31, 2018			14,354.62
+/- outstanding deposits (\$50)/withdrawls (\$420.00)			-370.00
Balance			13,984.62
Shares			34.44
2. PRENEED TRUST ACCOUNT:			36,911.66
Shares			26.36
3. CARE FUND TRUST ACCOUNT:			4,645.00
Shares			26.36

Prepared by:

Lori McFarlane, Treasurer

Lori McFarlane

Approved:

Charlie Johnston

Charlie Johnston, Manager

Jane Lighthall

Jane Lighthall, Co-Chair