

**Minutes for DIMS Eleventh Annual General Meeting**  
**Monday, Jan. 11, 2021**  
**via ZOOM due to COVID-19 protocols**

Present

Directors: Wendy Boothroyd, Jane Lighthall, Lori McFarlane, Angela Robinson, Isabelle Fusey, Frank Frketich

Cemetery Manager: Charlie Johnston

Community Members: Four

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

**Abbreviated Minutes of the Tenth AGM, Jan. 13, 2020**

Angela Robinson presented the following report.

Held: 7:00 pm, January 13, 2020 in the Conservancy room at the Marcus Isbister Old School Centre  
Present were 6 Board Members, the Cemetery Manager and 10 community members.

Isabelle Fusey presented a quiz to all attendees as an icebreaker.

Wendy welcomed everyone to the meeting, introduced the DIMS Board members and reviewed the agenda. There was no new business added to the agenda.

Minutes of the 2020 AGM (submitted by Angela Robinson)

Angela read a summarized version of the minutes of the Jan. 14, 2019 AGM. Charlie Johnston requested an addition to the 2019 Report from the Cemetery Manager. The minutes were accepted with this addition.

Chair's Report (submitted by Wendy Boothroyd)

Wendy referred to reports from the Board members and Cemetery Manager for the highlights of 2019.

Treasurer's Report (submitted by Lori McFarlane)

Lori presented the Financial Statement for 2019. A motion to adopt the DIMS 2019 Financial Statement was approved.

Membership Report (submitted by Lori McFarlane)

Lori reported DIMS had 21 members.

Communications Report (submitted by Isabelle Fusey)

Isabelle noted that information booklets and leaflets are available for those interested. These can also be downloaded from the DINBC website. DIMS hosted four groups interested in started a green cemetery as well as visitor from Britain. Inquiries by phone and email were addressed, often with the help of Louise Bell. Some board members attended the Death Education Fair on Quadra Island.

Cemetery Manager's Report (submitted by Charlie Johnston)

There were 5 burials and 6 Scattering of Cremated Remains in 2019. Six Pre-need Rights of Interment were purchased, bringing the total to 40 Pre-Need Right purchased and not exercised to date. Since opening there had been a total of 22 burials and 25 scatterings.

#### Work on the Land Report (submitted by Jane Lighthall)

Jane described the look of the cemetery as seasons changed, weeding using Dutch hoes, invasive species removal, new signage, annual monitoring by DCA, and completion of a Management Plan requirement to have a Biological Assessment done to compare vegetation in 2015 to 2019 by a professional Biologist.

#### Election of the Board of Directors (Lori McFarlane)

Lori McFarlane, Angela Robinson, Isabelle Fusey and Frank Frketich completed the first year of their two year terms. Wendy Boothroyd and Jane Lighthall were elected for another two year term. Dennis Lavalley stepped down as a board member.

#### New Business (Lori McFarlane)

Lori McFarlane, Charlie Johnston and Angela Robinson were appointed as signing officers for the Denman Island Memorial Society with the Union Bay Credit Union.

#### Adjournment at 7:50

Refreshments and display of some 'tools of the trade'.

### **2020 Board Reports**

#### **Chair's Report**

Wendy Boothroyd presented the following report.

Jane Lighthall and I are co-chairs of DIMS. Angela Robinson is Secretary, Lori McFarlane treasurer. Isabelle Fusey is our director of communications. Frank Frketich is the director in charge of archives. Charlie Johnston is the cemetery manager. Since March, we have held our monthly board meetings using Zoom.

The cemetery has been open for just over 5 years. While surprises continue, these are fewer. Mostly, things go smoothly.

In 2020 there were 2 scatterings of cremated remains and 7 burials.

Restrictions on public gatherings due to the COVID pandemic have changed the way burials are carried out on the island, and the rules have changed several times. The most recent burial, in November, was limited to 10 attendees, including the celebrant and pall bearers. On that occasion, some friends who could not attend the burial waited along the route the deceased's body would be driven along and paid their respects as the vehicle slowly passed.

Under the terms of our Management Plan with DCA, a biological update survey was required after the first 5 years of operation. Andrew Fyson carried out the survey and we received his report. There were no concerns. This survey was the final one required.

One interesting situation arose. We learned that 3 wooden statues in a new Ontario green cemetery bear a striking resemblance to The Ancestors, Michael Dennis's statues at the entrance to our cemetery. We were not sure whether we needed to protect Michael from being copied, so we asked him. He said that he "had no claims on the forms".

Every person buried in the cemetery has a plaque with their name and dates displayed on the memorial wall, and families usually want to include an epitaph. The cemetery manager holds files open until the plaque is installed. A growing number of families have taken many months to decide on an epitaph for their loved one. Holding files open for extended periods of time after scattering or burial requires frequent monitoring of incomplete files by the cemetery manager. So, Charlie gently nudged these families and this fall he was able to put up 6 plaques from the back log.

DIMS continues to receive inquiries about starting a green cemetery. Our website contains a lot of this information. For people who need more detailed information we rely on Louise Bell, who spent a lot of time this year talking with people about the experiences of starting a green cemetery from scratch. Thank you Louise for this help: we appreciate it very much. (At this point board members held up signs reading: 'Thank you', 'Louise', 'DIMS Ambassador'.)

In 2020, two new green cemeteries opened in our region: one in Parksville and the other on Salt Spring Island. Neither of these has a residency requirement and so we can refer off islanders requesting natural burial to those cemeteries.

Likely because of COVID, board members only guided one tour of the cemetery this year. Because of physical distancing requirements, ground maintenance was mostly done by board members. The exception was that Larry and Andy Lepore mowed, trimmed and pruned. Thank you Andy and Larry.

Manager Charlie Johnston is just over half way through his current contract. Charlie continues to provide excellent service to clients and our cemetery. The board members appreciate Charlie's dedication and ingenuity. Thank you Charlie.

Finally I want to say that it is a joy working with this board on a community project that I feel is so worthwhile.

### **Treasurer's Report**

Treasurer Lori McFarlane presented the Financial Statement for 2020. This report is appended to the minutes.

**MOTION to adopt DIMS 2020 Financial Statement.**

**M/A**

### **Membership Report**

Director Lori McFarlane reported that DIMS membership at the end of December 2020 stood at fourteen members.

### **Report from Cemetery Manager**

Charlie Johnston presented the following report.

In 2020 there were seven burials: 3 at need *Rights of Interment (ROI)* and 4 pre-need *Rights of Interment* that were exercised.

There were 2 *Scattering of Cremated Remains* carried out in 2020.

There were 11 pre-need *Rights of Interment* purchased in 2020 one of which was exercised in 2020.

We now have 47 pre-needs *Rights of Interment* that have been purchased and not exercised.

Since opening we have had a total of 29 burials and 27 scatterings.

## **Communications**

Director Isabelle Fusey presented the following report.

We continued to make available an information booklet and a leaflet. The booklets are distributed to clients by the cemetery manager and the leaflets can be picked up at the information kiosk at the cemetery. We printed forty-five leaflets in 2020. We still have a large number of the brochures that were printed a few years ago. No substantial changes were made to the website in 2020. As evidenced by the number of people who are reaching out to us, the website continues to fulfill its education mission of providing advice to other communities. Many thanks to Louise Bell who continues to share her experience on DIMS behalf about what it takes to start and run a natural burial ground.

## **Work on the Land 2020**

Co-Chair Jane Lighthall presented the following report.

Social distancing requirements that began in mid March made it unwise to invite friends to volunteer at work bees. Instead board members and our Manager met in small groups three times in April and May to maintain the Cemetery grounds. The distinctive Gathering Space is DINBC's place of Communal Memorialization. An ongoing task is to keep weed free the circular gravel path as well as mow and trim the grass in the Gathering Space. The Garry Oak Gardens comprising four fenced areas situated adjacent to the Gathering Space. Twenty trees and a collection of native plants are maturing. The deer fencing will remain for the foreseeable future. Along The Allee the edges were mowed and weed whacked, and the entrance to the Scattering path weeded. Reed Canary Grass(RCG) was cut where it persists along the Allee.

In late April DCA Land Manager Erika Bland completed her annual monitoring of the Cemetery land required under the terms of the Conservation Covenant held by DCA. She continues to advise us on invasive species removal and make recommendations on other matters. One suggestion was to add more boundaries markers, and to add more signage in the Non Disturbance area in the Scattering Area.

Board members met again in May to clear a small clump of mainly Salal and Oregon Grape around the southernmost Heritage Stump. This was done in order to reclaim the grave site adjacent to the stump.

In June Dennis Lavalley and Charlie scythed a path for mourners in the field near the graves. Otherwise we continued our practice of leaving the field unmowed.

Charlie refinished the surfaces of the benches at the Gathering Space. They look as good as new.

Also in June the board identified the need to clear a small group of firs encroaching on the northern most dogwood on the Allee. Volunteer Andy Lepore did this for us. The five year promise to DCA to monitor for chance seedlings of the Eddy's White Wonder Hybrid dogwoods has now been concluded.

Watering of the Garry Oak trees began in July by board members taking on a weekly shift through to Sept. Summer temps were moderate this year and rainfall was adequate. Erika secured a grant for DCA from Habitat Conservation Trust Fund. DINBC was allotted six hours of work by contractor Chloe who removed almost all the thistles and some RCG. This was a great contribution.

Volunteers Larry and Andy mowed and trimmed the Gathering Space grass and edges of the Allee four times through the summer. In the fall the Scattering Path was lightly weeded and the Cemetery Entrance raked.

### **Election of the Board of Directors**

Director Lori McFarlane explained the election process for 2020.

Lori McFarlane, Angela Robinson, Isabelle Fusey, and Frank Frketich are at the end of their two year terms and, as of this meeting Wendy Boothroyd and Jane Lighthall 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, Isabelle Fusey, and Frank Frketich.

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

### **New Business**

Director McFarlane explained that 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 to the Society's 2022 12<sup>th</sup> Annual General Meeting.

**M/S/C**

### **Adjournment**

Wendy Boothroyd adjourned the meeting at 7:38 pm.

**M/S/C**

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See next page for;

**DIMS 2020 FINANCIAL STATEMENT**

**GENERAL ACC'T/PRE-NEED ACC'T/CARE FUND ACC'T**

**DIMS 2020 FINANCIAL STATEMENT**  
**GENERAL ACC'T/PRE-NEED ACC'T/CARE FUND ACC'T**

<b>1. GENERAL ACCOUNT:</b>	<b>Sub-Totals</b>	<b>Totals</b>
<b>Carried Forward from 2019</b>		<b>13,472</b>
<b>INCOME:</b>		
<b>Cemetery Operations:</b>		
Open/Close Grave	4193	
Interments	6220	
Scatterings	800	
Plaques	3600	
Admin fee for pre-need ROI	1080	
Sub-Total	15,893	
<b>Other:</b>		
Memberships	70	
DIRA Bottle Depot	346	
Donations	555	
Care Fund Interest	65	
Other	147	
Sub-Total	1,183	
<b>TOTAL INCOME:</b>		<b>(+)17,076</b>
<b>EXPENSES:</b>		
<b>Cemetery Operations:</b>		
Insurance	2056	
Promotion/Admin/Supplies	529	
Open/Close Grave	2584	
Plaques	1835	
BC Society Annual Report	40	
Transfer to Care Fund from General Acc't	1580	
Manager's Fees (stipend + fee-for-service)	6125	
Biological Survey	500	
Refinish benches	373	
Sub-Total	15,622	
<b>TOTAL EXPENSES:</b>		<b>(-) 15,622</b>
<b>BALANCE</b>		<b>14,926</b>
<b>Bank Balance at December 31, 2020 (actual)</b>		<b>15,309.50</b>
<b>BANK RECONCILIATION GENERAL ACC'T:</b>		See over
General acc't balance Dec 31, 2020 (actual)		<b>15,309.50</b>

+/- outstanding deposits (\$240)/withdrawls (\$22.96 + \$200 + \$370.56 + \$30)		-383.52
Balance		<b>14,925.98</b>
Shares		36.11
<b>2. PRENEED TRUST ACCOUNT:</b>		<b>49,975.07</b>
Shares		27.73
<b>3. CARE FUND TRUST ACCOUNT:</b>		<b>7,815.00</b>
Interest (to be deposited to Gen Acc't Jan '21)		85.71
Shares		27.73

Prepared by:

Lori McFarlane, Treasurer

Approved:

Charlie Johnston, Manager

Jane Lighthall, Co-Chair