

## MINUTES

South Carolina Perpetual Care Cemetery Board  
Board Meeting  
10:00 a.m., February 16, 2005  
Synergy Business Park  
110 Centerview Drive, Kingstree Building, Room 107  
Columbia, South Carolina

Mr. Russ, Chairman, called the meeting to order at 10:15 a.m.

Board members attending the meeting included: James W. Russ, of Conway; Russel Floyd, Jr., of Spartanburg; John E. Bartus, of Mauldin; Thomas Johnson, of Charleston; and Roger Finch, of Honea Path.

Board members granted an excused absence Andrew Cone, of Pickens and Ray Visotski, of Aiken.

Staff members participating included: Wendi Elrod, Administrative Specialist; Rion Alvey, Administrator; Bill Whitby, Investigator; Rick Wilson, General Counsel; Louis Rosen, POL Administration; and Tony Kennedy, Office of Investigation and Enforcement.

Members of the public participating included: Rick Riggins, of Lancaster Memorial Park in Lancaster.

Meeting Called to Order -

Mr. Russ announced that public notice of this meeting was properly posted at the S. C. Perpetual Care Cemetery Board office, Synergy Business Park, Kingstree Building, provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act. A quorum is present.

Pledge of Allegiance

All present recited the Pledge of Allegiance.

Approval of November 17, 2004 Meeting Minutes

The changes are as follows:

1. On all pages please indicate the Board meeting date, name of Board and page numbers.
2. On page 3, number 2. License Approval for Forest Lawn Memory Gardens, first sentence.
  - a. Change "needs" to "needed".
  - b. Change "was" to "were".
  - c. Change numbers "1. thru 5." to "a. thru b."
3. At the bottom of the last page add "Respectfully submitted by H. Rion Alvey"

Mr. Bartus made a motion for the minutes to be accepted, seconded by Mr. Johnson and unanimously carried.

#### Administrator's Remarks, For Information - Rion Alvey

Mr. Alvey introduced Mr. Rick Wilson, General Counsel, who has taken Ms. Sharon Dantzler's place from General Counsel. Mr. Alvey indicated that since his is Administrator for other Board's with Labor, Licensing and Regulation his Attorney is Mr. Wilson, so since he has been appointment to the Cemetery Board Mr. Wilson has replaced Ms. Dantzler.

Mr. Alvey then introduced Mr. Louis Rosen, POL Administration, who is responsible for advising the Board on Hearing process.

#### Discussion Items (No Votes Required)

1. Kip Kiser, Funeral Director, to discuss Legislative issues about Statue of the Board. Mr. Kiser was unable to attend to due to a family emergency.

2. Louis Rosen to discuss Hearing procedures.

Mr. Rosen gave an Outline of the Hearing Process to each Board member. Mr. Rosen then briefed the Board on the Hearing process for any case that may be presented for any Hearings.

3. Number of Inspections that have been completed since last meeting.

Mr. Alvey indicated that there has been 22 inspections completed sense the last Board meeting.

4. Updates for the Merchandise Account form.

a. Add an "instruction sheet".

b. Add a line for "Company Name", if owned by separate company.

c. Add a line for "Contact Name" and "Contact Phone #".

d. On number 10 and 11 delete the "a. and b.".

e. For If the amount shown on line 8 is different from line 7, include and "example on the instruction sheet".

f. Where the Licensed Public Accountant would sign change to "a Licensed Accountant," and add "(G)" after the Section 4-8-110.

5. Trust Fund information on Perpetual Care Trust Funds.

a. How many Cemeteries have not filed their Annual report, what recourse should staff take? Mr. Alvey informed the Board that there are 59 cemeteries, less than half, that have not filed their Annual Reports. The Board advised the staff to send letters to all cemeteries that are not incompliance and indicated that there will be penalties if the cemeteries do not respond.

b. How much money has been recorded for the Cemeteries that have filed their Annual report. Mr. Alvey indicated that based upon the Annual Reports that have been submitted there is \$24,386,960.01 combined in Trust for 63 cemeteries.

c. How does board want the staff to review these? The Board tabled this issue until the next Board meeting.

#### Adjournment

There being no further business to be discussed at this time, Mr. Bartus made a motion that the meeting be adjourned. The motion was seconded by Mr. Floyd and unanimously carried.

The February 16, 2005 meeting adjourned at 12:10 p.m.

The next meeting of the S.C. Perpetual Care Cemetery Board has been scheduled for May 11, 2005.