

LAPORTE COUNTY PIONEER CEMETERY COMMISSION
 COURTHOUSE SQUARE
 LAPORTE, IN 46350

---Board Members---
 Kenneth Baker, President Wilma Marsh, Vice President
 Sarah Baker, Financial Secretary Patricia Harris, Recording Secretary
 Dale Ellis

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Budget and Expenditures for Calendar Year 2003

<u>Category</u>	<u>Budget</u>	<u>Expenditures</u>
Supplies	\$ 1,000.00	\$ 252.96
Postage	50.00	22.20
Paint-Painting	500.00	-0-
Mileage	300.00	420.48
Landscaping	1,100.00	1,050.00
Tombstone Repair	2,000.00	1,775.00
Cemetery Maintenance	7,500.00	6,830.00
Fencing & Gates	900.00	1,800.00
Mower & Sprayer	1,000.00	-0-
Board Members	840.00	840.00
Head of Department	4,914.00	4,914.00
Social Security & Medicare	<u>441.00</u>	<u>375.96</u>
Totals	\$ 20,545.00	\$ 18,280.60

Unexpended Balance \$ 2,264.00

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2003 Activities

Monthly Meetings – Structured monthly meetings for board members.

Availability to the Public – We are available 10:00 – 3:00 p.m. first Friday of each month.

Cemetery Visitations – We incorporated with three of our monthly meetings visitations, as a board, to eleven pioneer cemeteries. This was done to acquaint all members with the La Porte County cemeteries and to determine individual cemetery needs as an aid to determining priorities on maintenance, repair and restoration.

Brochure – Our brochure was available at public libraries, museums in the county, festivals and programs that we give. This brochure helps to make the public aware of how many cemeteries we have in La Porte County and the need for preservation of our pioneer cemeteries.

Historians/Liaisons Volunteers – Volunteers watched over our cemeteries and reported any act of vandalism or cemetery need.

Stone Restorations – Stones were restored and cleaned at Sharp and Webster Cemeteries by Mark Davis of Stone Saver Cemetery Restoration.

Fencing – Damaged fences were repaired at Miller – Griffin and Miriam Benedict cemeteries. A contract was entered into and work begun on the repair of the Morgan Cemetery fence.

Documentation/Photographs – We continued to photograph and document tombstones before they become illegible or vandalism occurs. We have also continued to seek out locations of old cemeteries not known to us previously and then research and document. We also aided in the documentation of two old cemeteries within the Michigan City corporate limits where some human remains were discovered.

Written Reports on Cemeteries – Board members are assigned certain cemeteries that are to be checked by them for caretaking condition and other items throughout the year and they then report their findings on a Cemetery Inspection Report Record.

Request for Bids and Contracts – We continue to use a standardized forms for Request for Bids for Cemetery Maintenance and Contracts for Cemetery Maintenance as well as a newly developed form for Uncontracted Maintenance of Cemeteries.

Cemetery Maintenance – Pioneer Cemeteries without any funding were maintained by contracted firms. Others that had caretakers and/or some funding for maintenance were aided with funds budgeted by the Cemetery Commission.

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2004 Cemetery Commission Plans

Monthly Meetings – Structured monthly meetings for Board Members.

Availability to the Public – Available to public 10:00 am – 3:00 pm first Friday of each month and otherwise by e-mail, phone or mail.

Cemetery Visitations – Continue to visit various cemeteries as a group to acquaint all members with the La Porte County cemeteries and to set priorities.

Historians/Liaisons Volunteers – Continue to have volunteers watch over our cemeteries and report any act of vandalism or cemetery need. Encourage the continuation of transcribing all gravestones, photography, writing histories and identifying veterans graves with the aid of volunteers.

Discovery and Research – Seek out the locations of old cemeteries not known to us previously and then view, research and document.

Continued Preservation of Our Cemeteries – Caretaking is extremely important in our cemeteries as it can affect the safety of individuals visiting the cemeteries.

1. Communication with sexton/caretakers to allow them to make the needs of their individual cemeteries known to the board and discuss ways to prevent vandalism. Enter into written agreements with them detailing the work to be performed in the cemeteries and stating a specific amount budgeted for the work from Commission funds.

2. Contract with lawn care services for cemetery maintenance for those cemeteries who do not have caretakers.

3. Many of our tombstones are in need of repair. We have contracted for the repair and restoration of stones at Roszburg & Shippeeburg Cemeteries and will do others as funds allow.

4. Find a source to do cemetery maintenance and repair, such as painting fences. Paint fences at Roszburg, Miller-Griffin, and Earhart-Reed as help and funds are available.

5. Repair needed fencing in cemeteries, specifically finish the repair of fencing that was begun at Morgan Cemetery.

6. Work with a 4-H group to piece damaged stones together for possible restoration.

Written Reports- Continue using the Cemetery Inspection Form a written report for board members to report on the condition of our cemeteries throughout the year.