

**DRAFT**

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING**  
**February 11, 2025**  
**Indiana Government Center South 402 West Washington Street, Room W064**  
**Indianapolis, Indiana 46204**

**CALL TO ORDER**

The meeting was called to order at 3:00 p.m. by Thomas Sproles, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

**BOARD MEMBERS PRESENT:** Thomas Sproles, Chairman  
Christopher Cooke, Vice Chairman  
Frank Downing

**BOARD MEMBERS ABSENT:** Kathleen Matuszak

**STATE OFFICIALS PRESENT:** Tracy Hicks, Board Director  
Nick Hart, Director of Board Administration  
Clarence Leatherbury, Deputy Attorney General

**PUBLIC COMMENT HEARING AND ADOPTION OF PROPOSED RULE FOR LSA DOC. 24-590**

Hearing no public comment and receiving no written public comment, a motion was made and seconded to adopt LSA Document 24-590 concerning fines and civil penalties.

Cooke/Downing  
3/0/0  
Voting in Favor: Thomas Sproles, Christopher Cooke, and Frank Downing.  
Motion carried.

**ADJOURNMENT**

A motion was made and seconded to adjourn the meeting at 3:07 p.m..

Cooke/Downing  
3/0/0  
Voting in Favor: Thomas Sproles, Christopher Cooke, and Frank Downing.  
Motion carried.