

**AGENDA and NOTICE OF MEETING  
CITY OF HIGHLAND  
CEMETERY BOARD OF MANAGERS  
HIGHLAND CITY HALL  
WEDNESDAY, October 26, 2022  
4:00 PM**

**This is an in person meeting however, anyone wishing to monitor the meeting via phone may do so by following the instructions on page 2 of this agenda.**

**CALL TO ORDER / ROLL CALL:**

**MINUTES:** Motion - Approve Minutes of the July 27, 2022 Cemetery Board of Manager's meeting

**PUBLIC FORUM:**

Anyone wishing to address the Cemetery Board of Managers Board may do so at this time.

**REPORTS:**

- 1) Financial Report
- 2) Pontem Software Update – Demonstration in January, 2023
- 3) Cemetery Update-Brad

**NEW BUSINESS**

- 1) Discussion – Options to maintain field
- 2) Recommendation - Field maintenance

**NEXT MEETING DATE** – Wednesday, January 25, 2023 at 4:00 pm at Highland City Hall

**ADJOURNMENT**



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Breann Vazquez, ADA Coordinator (654-7115), by 10:00 AM on Wednesday, October 26, 2022

BE ADVISED this is a public meeting conducted in accordance with Illinois state law and may be recorded for audio and video content. City reserves the right to broadcast or re-broadcast the content of this meeting at City's sole discretion. City is not responsible for the content, video quality, or audio quality of any City meeting broadcast or re-broadcast.

**Directions for Public Monitoring of the Highland Cemetery Board of Managers Meeting:**

In an effort to protect as many individuals as possible, including the leaders of our communities statewide, Governor J.B. Pritzker has issued a number of directives, one of which was to suspend the provisions of the Illinois Open Meetings Act (5 ILCS 120), requiring or relating to in-person attendance by members of a public body. Specifically, (1) the requirement in 5 ILCS 120/2.01 that "members of a public body must be physically present;" and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted, are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to their meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

In following this directive, the City of Highland is providing the following phone number for use by citizens to call in and monitor this meeting:

**618-882-4357**

Once connected, you will be prompted to enter a conference ID number.

**Conference ID #: 796170**

This will allow a member of the public to hear the Cemetery Board of Managers' meeting. **Note:** This is for audio monitoring of the meeting, only. Participants will not be able make comments over the phone.

Anyone wishing to address the Cemetery Board of Managers on any subject during the Public Forum portion of the meeting may attend the meeting in person, or, may submit their comments in advance via email to Mark Rosen at: [mdrosen@highlandil.gov](mailto:mdrosen@highlandil.gov)

Any comments received prior to 3:00 PM on the day of the meeting, will be read into the record.