

CEMETERY BOARD MEETING

MINUTES

October 21, 2015

The Cemetery Board met on October 21, 2015, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following members were present:

David Gilliam, Chair
Michael H. Doherty
Enid Butler
Armistead Dudley

The following Board members were absent: Padraic Buckley
Randolph Minter, Vice-Chair
R. Kyle McDaniel

DPOR staff present for all or part of the meeting included:

Jay DeBoer, Director
Mark Courtney, Senior Manager
Christine Martine, Executive Director
Herb Nichols, Investigator
Jeffrey Williams, Board Administrator
Emily Trent, Administrative Assistant

Elizabeth Peay from the Office of the Attorney General was present.

David Gilliam called the meeting to order at 9:02 A.M.

Call to Order

A motion was made by Mr. Doherty and seconded by Ms. Butler to approve the agenda. The motion passed unanimously. Members voting "Yes" were Butler, Doherty, Dudley and Gilliam.

Agenda

A motion was made by Mr. Doherty and seconded by Mr. Dudley to approve the June 16, 2015, Board Meeting minutes. The motion passed unanimously. Members voting "Yes" were Butler, Doherty, Dudley and Gilliam.

Minutes

There was no public comment.

Public Comment

In the matter of **File Number 2015-02408, Altavista Memorial Park Subsidiary, Inc.**, the Board reviewed the Consent Order as seen and agreed to by Altavista Memorial Park Subsidiary, Inc. A motion was made by Mr. Doherty and seconded by Ms. Butler to accept the proposed Consent Order offer wherein Altavista Memorial Park Subsidiary, Inc., admits to a violation of 18 VAC 47-20-190.13 (Count 1) of the Board's 2000 Regulations and agrees to \$150.00 in Board costs, for a total of \$150.00. The motion passed unanimously. Members voting "Yes" were Butler, Doherty, Dudley and Gilliam.

File Number 2015-02408, Altavista Memorial Park Subsidiary, Inc.

In the matter of **File Number 2016-00078, The Victor Group, LLC, t/a Windsor Gardens Cemetery & Mausoleum**, the Board reviewed the Consent Order as seen and agreed to by The Victor Group, LLC, t/a Windsor Gardens Cemetery & Mausoleum. A motion was made by Mr. Doherty and seconded by Mr. Dudley to accept the proposed Consent Order offer wherein The Victor Group, LLC t/a Windsor Gardens Cemetery & Mausoleum, admits to a violation of § 54.1-2325.A (Count 1) of the *Code of Virginia*, and agrees to a monetary penalty of \$400.00 for the violation contained in Count 1, and \$150.00 in Board costs, for a total of \$550.00. The motion passed unanimously. Members voting "Yes" were Butler, Doherty, Dudley and Gilliam.

File Number 2016-00078, The Victor Group, LLC, t/a Windsor Gardens Cemetery & Mausoleum

In the matter of **File Number 2015-03122, Karen Cash Mathews**, the Board reviewed the Consent Order as seen and agreed to by Ms. Mathews. A motion was made by Mr. Doherty and seconded by Ms. Butler to accept the proposed Consent Order offer wherein Mathews admits to a violation 18 VAC 47-20-190.13 (Count 1) of the Board's 2000 Regulations and agrees to \$150.00 in Board costs, for a total of \$150.00. The motion passed unanimously. Members voting "Yes" were Butler, Doherty, Dudley and Gilliam.

File Number 2015-03122, Karen Cash Mathews

In the matter of **File Number 2015-01415, Cemetery Investments, LLC**, the Board reviewed the Consent Order as seen and agreed to Cemetery Investments, LLC. A motion was made by Mr. Doherty and seconded by Ms. Butler to accept the proposed Consent Order offer wherein Cemetery Investments, LLC, admits to a violation of 18 VAC 47-20-190.13 (Count 1) of the Board's 2000 Regulations, and agrees to a monetary penalty of \$500.00 for the violation of Count 1, as well as \$150.00 in Board costs for a total of \$650.00. The motion passed unanimously. Members voting "Yes" were Butler, Doherty, Dudley and Gilliam.

File Number 2015-01415, Cemetery Investments, LLC

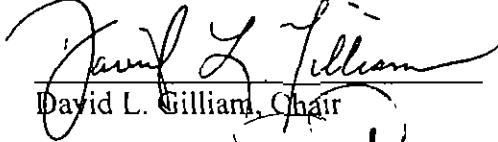
A motion was made by Mr. Doherty and seconded by Mr. Dudley to retain the Cemetery regulations and Public Participant Guidelines in their current forms pursuant to the Notice of Periodic Review. The motion passed unanimously. Members voting "Yes" were Butler, Doherty,

Administrative Issues

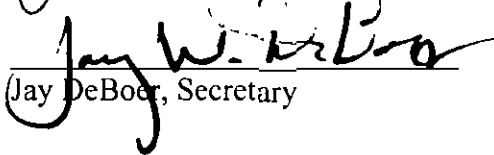
Dudley and Gilliam.

The meeting adjourned at 9:12 A.M.

Adjourn



David L. Gilliam, Chair



Jay DeBoer, Secretary

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Enid W. Butler
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: October 21, 2015
(Date)

5. I have a personal interest in the following transaction:

N/A

(Agenda Item)

N/A

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession,
occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the
public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Enid W. Butler
Signature

10/21/15
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Armistead W. Dudley
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: October 21, 2015
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____


I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature

10/21/2015
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: David Gilliam
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: October 21, 2015
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

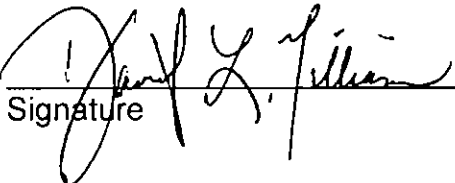
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature _____

10/21/15
Date _____

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Michael H. Doherty
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board
(Name of Board)
4. Meeting/IFF Date: October 21, 2015
(Date)

5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Michael H. Doherty
Signature

10-21-15
Date