

**CEMETERY BOARD
TOTAL RETURN DISTRIBUTION COMMITTEE
MINUTES OF MEETING**

The Cemetery Board Total Return Distribution Committee met on Tuesday, March 5, 2024, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia.

The following members were present:

Donald Wilson
Caroline Smyth
James Young

All committee members were present.

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

Anika Coleman, Executive Director
Cheryl Wright, Cemetery Analyst
Gezelle Glasgow, Administrative Coordinator

A representative from the Office of the Attorney General was not present for the meeting.

Ms. Coleman called the Cemetery Board, Total Return Distribution Committee meeting to order 12:00 P.M.

Call to Order

Mr. Wilson moved to approve the agenda. Ms. Smyth seconded the motion which was unanimously approved by members: Wilson, Smyth, and Young.

Approval of Agenda

The Committee reviewed the Total Return Distribution (TRD) process and referred to **§ 54.1-2322. Use of income from perpetual care trust fund; distributions** to determine if that the TRD process would protect the health, welfare, and safety of the public. The Committee also referred to the TRD processes implemented in other states such as, California and Washington. The Committee asked Board staff to provide drafts of the following forms: **Schedule A: Receipts and Expenses (Perpetual Care)** and **Schedule C: Operating Expenses (Perpetual Care)**.

**Discussion and
Review of
Regulations**

There was no other business.

Other Business

There were no public comments.

Public Comment

The next scheduled Total Return Distribution Committee meeting will be held at 10:00 A.M. on May 13, 2024.

**Schedule Next
Meeting Total
Return Distribution
Committee Meeting**

There being no further business, the meeting adjourned at 1:58 P.M.

Adjourn

Susan Mini, Chair

Kishore Thota, Board Secretary

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