

CEMETERY BOARD MEETING

MINUTES

January 9, 2013

The Cemetery Board met on October 31, 2012, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following members were present:

David Gilliam, Chair  
Jane M. Garland, Vice-Chair  
Isabel Berney  
Randolph Minter

Board member absent was: Pamela Jo Lundy

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

Mark Courtney, Senior Manager  
Christine Martine, Executive Director  
Herb Nichols, Investigator  
Kristin Clay, Legal Analyst  
Emily Trent, Administrative Assistant

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

David Gilliam called the meeting to order at 9:00 A.M.

Call to Order

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

Agenda

A motion was made by Ms. Garland and seconded by Mr. Minter to approve the October 31, 2012, Board Meeting minutes with an amendment to add Board discussion of mausoleum pre-sales. The motion passed unanimously. Members voting "Yes" were Garland, Gilliam and Minter. Ms. Berney abstained from voting in the matter.

Minutes

There was no public comment.

Public Comment

In the matter of File Number 2013-01536, Bartholomew Edwards, the Board reviewed the record which consisted of the application file, transcript and exhibits, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Mr. Edwards, the applicant, was

File Number 2013-01536,  
Bartholomew Edwards

present and addressed the Board. A motion was made by Ms. Berney and seconded by Ms. Garland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia*, approve Mr. Edwards' application for a cemetery sales personnel registration. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam and Minter.

Christine Martine updated the Board on regulatory review performed in accordance with the Governor's Regulation Review Initiative. A motion was made by Mr. Minter and seconded by Ms. Berney that the Board will not file a NOIRA to begin the regulatory review process pursuant to the Governor's Regulation Review Initiative. The motion passed unanimously. Members voting "Yes" were Berney, Garland, Gilliam and Minter.

**Administrative Issues**

Christine Martine briefed the Board on pending legislation affecting cemeteries. No action was taken the Board.

The meeting adjourned at 9:21 A.M.

**Adjourn**

  
David L. Gilliam, Chair

  
Gordon Dixon, Secretary

**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: January 9, 2013  
(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:

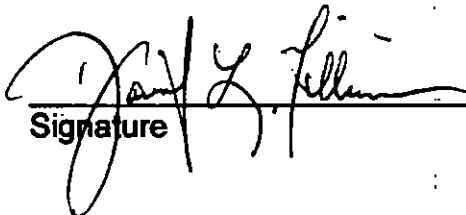
\_\_\_\_\_  
\_\_\_\_\_

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

1/9/13  
Date

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

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

1. Name: Jane M. Garland  
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board  
(Name of Board)
4. Meeting/IFF Date: January 9, 2013  
(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.

Jane M. Garland  
Signature

1/9/2013  
Date

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

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

1. Name: Isabel Berney  
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board  
(Name of Board)
4. Meeting/IFF Date: January 9, 2013  
(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.

Isabel Berney  
Signature

1-9-13  
Date

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

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

1. Name: Randolph Minter  
(Name of Board Member)
2. Title: Board Member
3. Agency: Cemetery Board  
(Name of Board)
4. Meeting/IFF Date: January 9, 2013  
(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.

Randolph Minter  
Signature

1/9/13  
Date