

Grave Concerns Workgroup Meeting Minutes January 11, 2010

Call to Order

The Grave Concerns Association workgroup meeting was called to order at 4:35 P.M., on January 11, 2010, by Chairperson Laurel Lemke.

A warm welcome was extended to all those who were present.

Attendance

Allan Bornstine, Rosemary Chaput, Lorna Gifford, Michael Hardie, Becky Huber, Dan Lasham, Stuart Latovica, Laurel Lemke, Joe Lewis, David Riggs, Henrietta (Henry) Schwartzentrub, Ursula Scott, Carol Slaughter, Laurie Sterling, Karen Young.

Two WSH patients also attended the meeting.

Approval of Agenda

Chairperson, Laurel Lemke presented the day's agenda. The agenda was approved by all who were present.

Minutes

The minutes of the November 21, 2009 meeting were read by the secretary. There were no additions or deletions.

A motion was made and seconded accept the minutes as read.

Treasurer's Report

A reconciliation detail report was given by the treasure *(see attachment #1)*. The report detailed all of 2009 transactions. The balance as of December 31, 2009 is \$13,155.02. It was also reported that there is approximately \$450. in a petty cash account at WSH.

(The treasurer will do further research and will report on the actual dollar amount that is in the WSH account.)

A motion was made and seconded to accept the Treasure's report and to pay the bills that need to be paid to date.

Committee Reports

Volunteer Management Committee- Chairperson Michael Hardie

Project: Data base. Laurel reported that the GCA would like to be able to track all who have volunteered their services. The data base will track names, addresses, email, donations and hours.

Event Planning Committee – Chairperson Rosemary Chaput, Lorna Gifford, Karen Young and Gordon (WSH resident).

Project: January proposal for flag pole.

Rosemary is busy researching flag poles, flag etiquette; she is also putting together a proposal for the flag pole to be submitted to the parks department for approval. Target date for the flag pole dedication is June 19, 2010. We do have a flag that was donated to the GCA by Mt. View Funeral Home. The budget for the flag pole project is \$1,000.

Historical Committee - Chairperson Stuart Lastovica, Ursula Scott & Henrietta (Henry) Schwartzentrub.

Project-Documentation of events, scrapbook & photographs.

The committee is busy sorting through the archives and is diligently working on documenting/recording events and putting together a scrapbook. Henry has been asked to take pictures of upcoming gatherings and events. The committee will be meeting with Laurel to go through boxes and to assist with the history of events that have taken place in the past.

Publicity Committee Chairperson– **Laurie Sterling, Laurel Lemke**

Project: Media Tracker & Manager; Blog set up; Fan Page for Face book with assistance from Lorna Gifford.

Research Committee Chairperson– **Carol Slaughter, Stuart Lastovica**

Military; non-military & perimeter. Project: Develop Graveside information release policy. Carole has just completed the identification of females who are buried along the perimeter of the cemetery. Stewart is assisting with the documentation and research of the perimeter. Carol will be submitting their names to the monument company and will arrange to have someone from Mt. View Funeral Home pick up the head stones. They will be delivered to the cemetery for the April 24, 2010 dig. April 24, 2010 is also Park Appreciation Day. Carol is in the process of contacting the military to find out how we would get headstones for the veterans who are buried in the WSH cemetery.

Fundraising Committee Chairperson- **Lorna Gifford, Allan Bornstine**

Projects: On-going fundraising.

On-going fundraising idea from Allan Bornstine Having a website for grave concerns Assoc.

through World Ventures www.bigalbornstine.worldventures.biz to have a constant way of raising money for the Grave Concerns Association.

Old Business

A review of the planning meeting held on November 21, 2009. It was briefly discussed that we will need to be diligent in following through with our 2010 projects. Responsibilities and expectations of committees were discussed.

Park Benches – Stuart will research park benches and will determine how many we need and what type of bench we need. Henrietta (Henry) Schwartzentrub will take pictures of the benches we already have so that they can submit the pictures with the proposal to the parks department. The bench dedication is to be on September 11, 2010. Rosemary Chaput will prepare and submit the proposal for the benches to the parks department.

We are still working on the GCA web site. It is looking good! Karen Young will be added as an administrator so that she can post the minutes and any updates on the calendar. The GCA Web site is <http://www.wshgraveconcerns.org>.

New Business

Laurel Lemke asked that GCA become a member of the Non-profit Center Membership of Tacoma. She explained that it is a good opportunity for networking and recognition within our community. The membership fee is \$90. A motion was made and seconded to allow \$90. for the membership fee to the Non-profit Center Membership of Tacoma.

Laurel Lemke reported that the GCA received a \$12,000. grant from Optum Care. There is an opportunity under the grant to purchase a lap-top so that we can document our business transactions, correspondence, publishing brochures etc... A motion was made and seconded to purchase a lap-top and the operating system to go with it. **Allan Bornstine was asked to research lap-tops and report at the next meeting on what lap-top would the association's needs.**

Carole Slaughter reported on her meeting with an After Life Planning service. She explained that the company provided services such as cleaning the grave site, delivering flowers and wreaths, living wills, POA etc...

GCA has a fan page on Face book. It was brought to the attention of the GCA that training on Facebook would be a beneficial. **Allan Bornstine has volunteered to provide a Face book 101 orientation at the next GCA meeting.**

Allan Bornstine had a few ideas for fundraisers. He discussed having a silent auction, a kind of USO show and a sponsored golf tournament. He also provided a presentation for World Ventures Travel. He explained it is a leisure package that the GCA could benefit from. Travel packages could be purchased though the GCA web site. Bookings would result in commission and profit for GCA. A discussion as to what the start up fee would be and how the GCA would actually benefit was differed to another time. A motion was made and seconded to table the discussion until the next meeting.

NAMI Day at the State Legislature is on January 18, 2010. Rosemary Chaput invited all to attend. There will be a staging area at the United Churches 110 - 11th Avenue S.E. Olympia, WA 98501. A quiet room and refreshments will be sponsored by the Greater Puget Sound Organizing Imitative. You can call (360) 786-7573 to set up your appointment to discuss mental health advocacy issues with your legislator.

Announcements

Laurel announced that DSHS will no longer permit the use of an Email address for GCA. She also explained that her records have been deleted by DSHS. She is in the process of having them restore the files until she can transfer them over to a different location. She will notify GCA when she has a dedicated GCA email address.

Carole Slaughter will be out of the country in March and April. She will make arrangements for the head stones to be installed in April.

Upcoming Events

- [Insane Asylums and Genealogical Research](#)
January 14, 2010 (7:00 PM)
- [Western State Hospital NAMI Citizens Guild Meeting](#)
January 16, 2010 (11:30 AM)
- [NAMI Day at State Legislature](#)
January 18, 2010 (All Day)
- Calendar corrections and updates

There have been a few corrections on the annual calendar of events. Please refer to the new calendar of events. *(See attachment #2)*

Adjournment

Meeting was adjourned at 6:00 P.M. by Chairperson, Laurel Lemke. The next general meeting will be February 8th Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort

Steilacoom, Quarters 2 building on Western State Hospital grounds

Additions, Corrections & Deletions to the November **Grave Concerns Workgroup Meeting Minutes for January 11, 2010.**

Attachment #1

Grave Concerns Association Reconciliation Detail 2009

Waiting for Laurie to email the attachment

Attachment #2

Grave Concerns Association 2010 Calendar

January

11th Board meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds The Agenda will include reports from history, special events, and committees. Planning for upcoming events.

14th Insane Asylums and Genealogical Research (7:00 PM)

16th [Western State Hospital NAMI Citizens Guild Meeting](#) (11:30 AM)

17th NAMI Annual Board Meeting (2:30 PM) at St. Peter Hospital in Lacey.

18th NAMI Day at State Legislature (All Day). Members are invited to attend Washington State National Alliance on Mental Illness at a gathering to discuss advocacy issues in our state. The Greater Puget Sound Consumer Coalition is encouraging peers from King and Pierce counties to attend.

19th Mental Health Advocacy Day “NAMI DAY” (9:00 AM – 4:00 PM)

30th Proposals to the parks department for flag pole installation in June and park bench proposal for installation in September.

February

8th Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds

March

15th Board Meeting/Kick-Off Party & Potluck (*International Theme*) at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds

April

19th Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds.

24th DIG (*Marker Installation*)

Kiosk updated

Park Appreciation Day

May

17th Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds

22nd DIG (Marker Installation) & Perimeter party

June

4th (Flag Day) Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds

19th Flag Pole Installation/Summer Fest

July

19th Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds.

August

15th Board Meeting at 4:30 P.M. – 6:00 P.M. Held at the historic Fort Steilacoom, Quarters 2 building on Western State Hospital grounds.

- Potluck – (Favorite Food Theme)
- GCA Annual Meeting & Election of Officers

December

No activity