

## Grave Concerns Workgroup Meeting Minutes November 21, 2009

As people gathered for the day's meeting, everyone had an opportunity to identify celebrations for the year. The page was left up all day so people could continue to add to the list. At the end of the day, the following items were listed as noteworthy:

Laurel Lemke  
Spontaneous community involvement  
Mt. View Cemetery Helpers  
Premier Memorial  
TNT Article (Kathleen Merryman)  
All around the world (Rachel LaCorte, Associated Press)  
Volunteers  
Water & Electricity  
Fencing  
Dove Release  
First Veteran  
Casa Mia Event with+ \$650 donations  
Many Stones  
US Army helpers  
Patients Catering  
WSH Historical  
Greater Puget Sound Consumer Coalition  
Mental Health Transformation project funding  
Civil War Re-enactor  
KOMO TV coverage by Luke Duecy

There was also a flip chart page posted for people to put ideas for projects. At the end of the day, these ideas were moved and listed under the committee they will be completed by.

**These ideas included:**

- Media Tracker & Manager
- Gravesite Info release policy development
- Blog
- Fan Page for Face book (Lorna Gifford 253 686-3506
- Modern Woodman matching funds fund raiser Lorna Gifford

On-going fundraising idea from Allan Bornstine 253-474-1065: Having a website for grave concerns Assoc. through World Ventures [www.bigalbornstine.worldventures.biz](http://www.bigalbornstine.worldventures.biz) to have a constant way of raising money for the Grave Concerns Association.

The meeting began with an introductory exercise that outlined people's involvement with Grave Concerns and identifying their strengths. The following chart reflects each person's strengths that were reported (spoken) and what was interpreted by the facilitator (unspoken).

<b>Name</b>
-------------

**Strengths (unspoken)**

**Strengths  
(spoken)**

Michael Hardie

Understands Recovery  
Hopeful  
Involved in consumer movement

Staying Balanced  
Flexible  
Computer skills

Karen Long

Good listener and note taker  
Understands mental illness & recovery

Good organizer of documents & Paperwork  
Detail oriented

David Riggs

Consistent
Compassionate
Understands people and grief

Knows cemetery work
Good listener

Dan Lasham
------------

Management Skills
Looks for ways to help
Committed

Service Oriented
Overall supportive
Facilitate help
Provides resources

Carol Slaughter
-----------------

Trained in proper protocol
Cares
Energized
Committed

Big Van
Retired
Loves the cemetery

Lorna Gifford

Conscientious  
willing

Leadership  
Well known

Rosemary Chaput

Honorable actions  
Respect for the past

Loves parties, cooking & organizing

Allen Bornstine

Loves Lorna  
Personal understanding of the power of a headstone  
Customer service skills

Crafty & artistic  
Singer  
Knows how to connect  
Helper

Entertainer

Henrietta (Henry) Schwartzentrub

Learning & Service oriented  
Promoter

Recruiter to the cause  
Reliable  
Knows facebook

Gordon

Personal appreciation for people not being a number

Good Worker

Laurel Lemke

Dedicated  
Has big picture vision  
Knows how to ask  
Willing to act

Collecting People

Great ideas
Good delegator

Laurie Sterling
-----------------

Helps Laurel
Adventurer

Detail Oriented
Organized

Stuart Latovica
-----------------

Conscientious
---------------

History Buff
Good Talkers
Social Networker
Idea Person

At this time, after the committee members knew each other and their strengths better, they began to identify the goals of the Grave Concerns committee and prioritize the work that needed to be done. Laurel Lemke gave a presentation slide show and outlined the work the work that had been accomplished to date. This then led to a conversation where member looked at what goals still needed to be achieved and what was needed to achieve them. The

basic goals were broken into the following three categories:

## BASIC GOALS

**Restore**

**Enhance**

**Maintain**

2,500 grave head stones

update kiosk

Lawn care

(80% of the effort and the budget will be spent on this goal alone)

flagpole



Marker settling/heaving

benches

fence

cone

Things needed to help achieve our goals

- Shovel
- Pick Axe
- Pitch Fork
- Media tracker database
- Volunteer database
- Donor Database
- Data entry volunteer
- Military service tracker
- Celebration planner

Each goal is comprised of the following steps: - Plan Ask Do Play Tell

This chart breaks down all of the actions needed for each step of each goal.

<b>GOALS</b>	<b>TASKS</b>
--------------	--------------

**Markers**

**Kiosk**

**Flag Pole**

**Benches**

**Plan**

Apply to parks dept.

Call Dave for proper marker planting process

Choose which markers

Coordinate volunteers

Name list edited

Names list printed & Laminated

Proposal & negotiate with Parks Dept.

Order 15 benches for around the perimeter & slab

Proposal to Parks Dept

**Ask**

Outreach for help

Chaplain

Picnic tables

Publicity

Tools

Tent & tarps

Food

.

**Do**

Put together teams

Scouting

Create a process handout for each team

Photographer

Nov. 24th Post

June 12

Clear & Prep site for bench delivery

**Play**

Annual picnic June

Kick off party

Documentary premiere

9/11 memorial BBQ

**Tell**

Pre/Post press release

Blog

Web alert

Press release

Web alert

Blog

Press release

Web Alert

Blog

Press release

Web alert

Blog

As we went through each goal and broke it down into smaller segments, overall organizational committees were identified as being needed. Based on the strengths identified during the morning, it was fairly easy to match the committees with people who were well suited and willing to help facilitate or chair that committee. The committee chair is not expected to do all the work for that committee. The chair's job is to identify the goals for the committee, facilitate to work, recruit volunteers and work closely with other committee chairs to help achieve the overall basic goals of the association.

The board members and committee chairs are listed below. It should be noted that, as the

president of the association, Laurel Lemke is a member of each committee.

### **Board Members**

President	Laurel Lemke
Vice President	Carol
Treasurer	Laurie (replacing Rosemary Chapu)
Secretary	Karen

### **- Board Meeting to do list:**

- Review the Bylaws
- Communicate with the members
- Create job position descriptions

### **Committees, Projects & Chairs**

#### ***Volunteer Management Michael Hardie***

Project: Data base

**Event Planning Rosemary Chaput**

Project: January proposal for flag pole

**Historian Stuart Lastovica**

Ursula Scott (not present) has begun organizing scrapbook

**Publicity Laurie Sterling**

Project: Media Tracker & manager;

Blog set up;

Fan Page for Face book (Lorna Gifford (253) 686-3506) will help

**Research Carol Slaughter**

Military; non-military & perimeter

Project: Develop Graveside information release policy

**Fundraising Lorna Gifford**

Projects: Modern Woodman matching funds fund raiser Lorna Gifford

On-going fundraising idea from Allan Bornstine 253-474-1065: Having a website for grave concerns Assoc. through World Ventures [www.bigalbornstine.worldventures.biz](http://www.bigalbornstine.worldventures.biz) to have a constant way of raising money for the Grave Concerns Association



Once the goals, tasks and committees were identified, the tasks were then placed on the 2010 calendar.

***Grave Concerns Association 2010 Calendar***

January 11 Board meeting  
Proposal to the parks dept. for the flagpole

February Board meeting

March 20 Kick off party

April 24 DIG (Marker Installation)  
Park Appreciation Day  
Kiosk updated

May 22 DIG (Marker Installation)  
Perimeter party

June 12 Flag Pole installation

July Board Meeting

August Board meeting

September 11 Board Meeting  
Bench Installation  
Dove Release

October 16 DIG (Marker Installation)  
Make A Difference Day

November 15 Election of Officers  
Annual Meeting

December no activity

*The meeting also featured a demonstration of the website [www.wshgraveconcerns.org](http://www.wshgraveconcerns.org)  
Funding for the website was provided by the Greater Puget Sound Consumer Coalition grant  
from the Mental Health Transformation Grant.*

*It was announced that a prospective sponsorship from OptumHealth Public Sector would be  
used to cover the costs of this meeting and fund extensive marker replacement in 2010.*

*The meeting was facilitated and documented by Mary Jadwisiask, who has a training and consulting business: MTAC. Notes were reviewed and documented by Laurel Lemke, Chair, Grave Concerns Association.*

*A very positive outcome of the meeting was an offer of technical support by Mountain View Cemetery staff David Riggs and Dan Lasham. They hope to provide additional equipment on the days of our installations.*

***Members/liasons) who were not able to attend the meeting included***

*Richard Chiaravolloti  
Kim Gorder  
Beckie Huber, Lakewood Historic Association  
Joe Lewis, Historic Fort Steilacoom Association  
Michael Masuraravi, Christ Lutheran Church  
Ursula Scott  
Jim Senko*