

Notice of Regular Meeting- Board Agenda

Meeting Place: AR Burial Association Board Office Building

101 East Capitol

Conference Room C

Little Rock, AR 72201

Date & Time: 11AM, Wednesday, April 23, 2014

Order of Business: The Board may discuss, vote to approve, vote to disapprove, vote to table, change the order of any agenda item, or decide not to discuss any item on the agenda.

1. **Call to Order** – Introduction of members and anyone wishing to speak before the board
2. **Hearings - none**
3. **Approval of March 2014 Trial Balance and DF&A Financial documents.**
4. **Office Space Remodel**
5. **Board Discussion**

a. **Joe Todd – South Arkansas Burial Association – Mr. Todd is requesting the Board to reconsider paying the Fordyce location for 443 claims and to consider them outside claims. Mr. Todd claims it is a separate location that is incorporated separately from his Magnolia location.**

i. **Enclosed is a copy of corporation record from Secretary of State's website. Mr. Todd is listed as treasurer and it is our understanding he is majority stockholder.**

ii. **The Embalmers Board does show Charles Benford as owner of the funeral home in their database.**

b. **Church Burial Association – Update –**

i. **Shannon Strickland requests permission to be named Secretary-Treasurer – see copy of enclosed order – 6 months is up. They have submitted bi-weekly**

OVER

deposits on a fairly regular basis. They have submitted payments for approval with supporting documentation. This has required Board staff to ask and remind at times needing that supporting documentation.

ii. Also have had to remind to not release payment until they know our office has approved it.

iii. The December 2013 semi-annual report was submitted incorrectly. The auditor did audit and corrected report since they were due for the annual audit.

iv. Staff recommendation is to revisit the request at a minimum at the next meeting after the June 2014 semi-annual report is submitted if request is received from them.

v. See letter from First Guaranty Insurance Company

c. Citizens Burial Association request – See letter enclosed in packet. Ms. Johnson has never been late, but failure to receive the paperwork does not relieve anyone from submitting report on time. Her report was postmarked on 2/21/14, which resulted in a \$400 late penalty fee. She is asking the Board to consider waiving the fee.

d. Cabot Burial Association request – See letter enclosed in packet. You will find his letter of explanation and request for waiver.

e. Election of Officers

f. Rule Committee Update from March 26, 2014 & April 9, 2014 meetings

i. Past AR Burial Association Board members in opposition of the proposed Dissolution Rule. See enclosed documentation.

6. Auditor Update

a. Hardwicke Burial Association – Kathleen Nichols died 12/25/13 and they have closed the funeral home. Funeral home has been purchased. Bob will do a final audit and they have been informed to hold new election officers. They also know about needing the bond.

7. Next meeting – July 23, 2014 or if the rules committee dictates sooner. However, we want to avoid June meetings for year-end purposes.

a. Many boards meet on a quarterly basis and/or they have their meetings set for the year and posted, so that the public will know in advance when the Board will meet. I would like to propose the following meeting dates for the remainder of calendar year 2014. July 23, 2014, October 22, 2014, and December 2, 2014 has been set for the Club of Burial Associations annual meeting; this Board always meets in conjunction with that meeting. We might consider starting at 10 am since it's likely the Board would have more business to discuss.

b. This would not keep the Board from calling additional meetings if business requires. Which is a possibility with our upcoming "Rule Making Process."

8. Adjournment