

CAMPBELL COUNTY CEMETERY DISTRICT (CCCD)

Board Workshop Minutes

Wednesday, October 3, 2018, 11:00 a.m.

804 South Emerson-Gillette, Wyoming

President Jim Hastings called the workshop to order at 11:06 a.m.

Board members present: Arlene Bryant, Erik Bergquist, Tommie Butler, Jim Hastings, Cynthia Johnson, JD Jones.

Others present: Darin Edmonds, Sexton

Video - Sculptures

A video of the sculptures in Mt. Pisgah, filmed by the drone (Travis Meyers of Meyers Tech) was previewed. The video will be on the Cemetery District website.

Marketing Update

Jim Hastings reported that Julie Simon was unable to attend today's meeting due to personal reasons.

An agreement was reviewed between the Campbell County Cemetery District and Courtney Reynolds to provide social media marketing services (Facebook, Twitter, Instagram) to the District and training of Cemetery District staff, putting in 20 to 25 hours per month. The District will provide a suitable computer and software (owned by the District, used by Courtney Reynolds). The Marketing Committee will need to set up parameters for circumstances that would allow someone the ability to post immediately or define when limitations would be placed on the timing and scope of posts. Jim Hastings encourages discretion to ensure the wrong words are not used in posts. The agreement could be ended with 30 days-notice by either party. Greg Goddard has reviewed the agreement, and it will be considered for approval at today's meeting. Courtney Reynolds will have the ability to post. There was discussion on having more than one administrative log-in available for Cemetery District staff or Board members to post. Erik Bergquist has been maintaining the Facebook page. Cynthia Johnson suggested that when a Board member or others post something or respond to a question that they put their name on the post. Having another administrative option allows someone to post immediately – for example, the baby owls are spotted – someone can post a picture or story to get the word out right away. There was discussion on whether Courtney Reynolds should attend the District monthly meeting and/or marketing committee meetings. It would help her get to know the Board members as well as keep in tune with what is happening in the District and inspire postings on social media. The agreement is for six months and will be re-evaluated at the end of six months.

Jim Hastings expressed a concern that we always remember the sanctity of the cemetery. We want to invite people to come to the gardens and use the facilities, but always be respectful of the place. A lot of people walk in the cemetery or walk their dogs, and facilities are used for other events besides funerals and memorial service. However, we don't want to forget the primary purpose.


Courtney Reynolds is also available to attend the retreat for part of a day if the Board wants.

Agenda Overview


There will be an Executive Session at this meeting. A transfer will not be needed. The agreement with Courtney Reynolds will be added to New Business. A special meeting will be needed in November to swear in Board members after the November 6th election. If only the three elected are going to be there, it would not need to be a meeting, but if anyone else comes, it is a meeting due to the presence of a quorum. The consensus was to hold a special meeting on November 14, 2018, at 12:00 p.m. to swear in the three Board members. The Christmas party was moved to December 14th at 5:30 p.m. instead of December 7th because a larger room was needed with the sculpture committee members included.

Jim Hastings adjourned the workshop at 11:55 a.m.

Respectfully submitted,
Helenanne Cathey



Jim Hastings, President



Erik Bergquist, Secretary