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**City of Langley**  
**Langley Woodmen Cemetery Board**

**MINUTES**

**25 JUN 2019 4:30 P.M.**

**LANGLEY CITY HALL**

112 2<sup>nd</sup> Street, Langley WA

1. Call to Order

Present: Bobbie, Romeo, Marylin, Caleb, Cary

2. Approve agenda. [Approved](#)

3. Approve minutes of previous meeting. [Approved](#)

4. Discussion Items:

Item 1: Romeo on grave encroachment solution, some obscured markers, and the observed current size of dug grave.

[There are 3 graves that are being driven atop....Cary proposes we do the other items on the agenda and then go to the cemetery to look at this situation.](#)

Item 2: Message from Roberta Happel about website update.

[Cary manages it and will look into – the issue is that future events \(All Souls Eve\) are not posted. Cary doesn't post dates this far ahead. It's always Nov 1<sup>st</sup>.](#)

Item 3: Recognition of LPW cooperation.

[They've been very cooperative and timely with all requests from Romeo, etc.](#)

Item 4: Revisit Interpretive sign at Ash Garden

[Romeo will go into Fine Balance to get a new estimate, and also reprint the current trash-bin signs, which are showing their age. This was part of the letter that went out to The Friends donors.](#)

Item 5: Cary report on conversation with Lloyd Whanell

Discussion of the shortest basalt column that is sinking and perhaps tilting. When he adds a new name, he is making it in-line with existing names, which is no longer parallel to the ground. Estimate to pull the stone out and reset it: ~\$1000 to bring in the boom truck, build concrete frame and replace.

Item 6: Proposed agenda for next meeting – well ahead of time.

Cary proposes we highlight action items, and those become the agenda items.

- **Romeo**: Finalize sign pricing and designs with Fine Balance: historical sign and ash garden sign
  - o 24x36 metal for historical sign
  - o Perhaps smaller for ash garden
  - o Need to identify a graphic designer...or can Fine Balance do that?
    - From 4/24/2018 minutes: Krystyn Ross of Pannier Graphics is interested in doing this. Her company did the signs on Frick Lane.
- **Romeo** will reprint the trash bin signs.
- **Bobbie** and **Romeo** will meet with Robert Waterman to get historical info/text. **Cary** is “introducing” them via email. They’ll make sure they meet in a way that is proper for City business.
- **Cary**, regarding the basalt column: need to follow up with Lloyd, Hanson’s, and David Arndt.

5. New Business

6. Citizen comments

7. Announcements

8. Adjourn

Next Regular Meeting: 23 July 2019 at 4:30 PM.

## **Guiding Principles for Citizen Committees and Boards.**

- All advisory board and committee meetings are to be conducted in public session and noticed in accordance with state law, unless otherwise advised by the city attorney.
- Individual committee members and the collective group will be fair, impartial, and respectful of the public, staff, and each other.
- Committee members will respect the limitations of their individual and collective authority. The role of the committee is to advise the city council and/or staff. Please keep in mind that committee appointment does not empower you to make final decisions, unless authorized by state law or the group's enabling ordinance, or to supervise staff.
- Members will strive to appreciate differences in approach and point of view, whether from each other, the community, the city council, or staff.
- Each member will participate in the group's discussions and work assignments without dominating the discussion or activity of the committee.
- The committee chair will ensure that all members have a fair, balanced, and respectful opportunity to share their knowledge and perspectives.
- The committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as "minority" opinions, should be recorded and acknowledged in the committee's report to the city council.
- There should be "no surprises" from the committee, either in the nature of the work being undertaken by the committee or the method and timing for conveyance of recommendations to the city council. The staff liaison fulfills an important role in assisting the committee in this regard.

When presenting recommendations to the Council, it is essential that advisory group members keep the following in mind:

- all recommendations should be in written form;
- all ideas should be expressed in clear and concise language;
- proposed solutions should be viable and cost-effective;
- recommendations should identify the reasons for the changes suggested;
- the advice should reflect a consensus of a majority of the group members.