

MINUTES OF MEETING
LOUISIANA CEMETERY BOARD

The Regular Meeting of the Louisiana Cemetery Board was held on May 22, 2025, at 3445 N. Causeway Blvd., Suite 509, Metairie, Louisiana, pursuant to Notice.

Present were:

Gerald Melancon, Chairman
Michele M. (Shelly) Holloway, Secretary/Treasurer
Stacy Patin, Board Member
F. Anton Wilbert, Board Member
Sherri Peppo, Board Member
Carroll W. Suggs, Board Member
Jerry W. Sullivan, Director
Conlee S. Whiteley, Special Counsel to the Board
Matthew Greene, JD, Louisiana Department of Justice
Caitlyn Arbo, Assistant Director

Also Present:

Debbie Holmes, Argent Trust Company, Ruston, Louisiana
Jimmy Patin, Greenwood Memorial Park, Pineville, Louisiana

Absent:

Marilyn Leufroy, Vice Chairman

Public Comment

None.

Approval of the Minutes

The minutes were reviewed by the Board and Ms. Wilbert made a motion to approve the February 28, 2025, Board Meeting Minutes as presented. The motion was seconded by Ms. Suggs and unanimously approved by the Board.

Reports of Officers

The Director reviewed the Statement of Operations for the year ending December 31, 2024, including cash and investments as of April 30, 2025, and budget vs. actual for January through April of 2025. After review and discussion, a motion was made by Ms. Patin to approve the

financial statements as presented. The motion was seconded by Mr. Suggs and unanimously approved.

The Director noted that interest earned during 2024 was \$26,367.00. As a result of Mr. Sullivan's continued waiver of state retirement and Mrs. Taylor's choice to not select state retirement, the Board has a savings benefit in 2025, prior to the change of LASER contributions of 28.54% of each such salary, based upon the difference between the Board's contribution for retirement benefits to LASERS and its contribution to Social Security. LASER contributions for the fiscal year 2025-2026 for Mrs. Arbo has been reduced from 34.74% to 33.15%.

Report of Director

The Director reported on matters being handled by staff and or requiring action by the Board at this time.

Approval of Application for Pre-Construction Sales Projects

- a) 2025-022-A Westlawn Cemeteries, LLC d/b/a Westlawn Memorial Park and Cemetery- Gretna, La
- b) 2025-023-A Our Lady of Peace Roman Catholic Church d/b/a Our Lady of Peace Cemetery- Vacherie, La
- c) 2025-024-A The Congregation of St. James Roman Catholic Church d/b/d St. James Cemetery- St. James, La
- d) 2025-025-A St. Phillip Roman Catholic Church d/b/a St. Phillip Cemetery-Vacherie, La

Approval of Certificates of Authority To Be Issued

2025 Non-Exempt Renewals

- a) #2025-001 - #2025-560

2025 CSO and CMO (Renewals)

- a) CSO #25-001 – CSO #25-05
- b) CMO #25-001 – CMO #25-06

2025 ACSML (Renewals)

- a) ACSML #25-001

2025 Non-Exempt (New/Transfers)

- a) 2025-016-A Forest Park East Associates, Inc. d/b/a Forest Park Cemetery-Shreveport, La
- b) 2025-017-A Forest Park West Associates, Inc. d/b/a Forest Park Cemetery West- Shreveport, La
- c) 2025-038-A Greer Cemetery, Inc. d/b/a Greer Cemetery-Rayville, La
- d) 2024-126-A Oakwood Cemetery Club d/b/a New Oakwood Cemetery-Tallulah, La
- e) 2025-018-A St. Joseph Catholic Church d/b/a St. Catherine Cemetery-Noble, La
- f) 2025-043-A St. Joseph Catholic Church d/b/a St. Ann's Cemetery-Noble, La
- g) 2025-045-A Town of Oil City d/b/a Lakeview Memorial Gardens Cemetery- Oil City, La

2025 CSO/CMO (New/Transfers)

None.

2025 Exempt (New)

- a) 2025-035-A Maron Fred Giddings Jr. and Bertha Ware Giddings d/b/a Giddings Family 2025 Cemetery-Coushatta, La
- b) 2025-020-A First United Methodist Church of Natchitoches, La d/b/2025-04a The Columbarium of First United Methodist Church-Natchitoches, La
- c) 2025-019-A West Crowley Association (Formerly Colored Protestant Cemetery Association) d/b/a West Crowley Cemetery-Crowley, La
- d) 2025-015-A St. Maurice Cemetery Association, Inc. d/b/a St. Maurice Cemetery-Natchitoches, La
- e) 2025-014-A Apostolic Tabernacle, Inc. d/b/a New Life Cemetery-Winnsboro, La
- f) 2025-013-A Kenneth Luneau & Melanie Luneau d/b/a Luneau Cemetery-Centerpoint, La
- g) 2025-008-A Charles Young d/b/a Young Cemetery-Grand Cane, L
- h) 2024-081-A Garrett D. Perkins d/b/a West Cemetery-Pitkin, La
- i) 2024-130-A Danny Joe Higgins d/b/a Higgins Cemetery-Bogalusa, La
- j) 2024-110-A Park View Church of Christ d/b/a Park Church of Christ Cemetery-Farmerville, La
- k) 2024-098-A Hebron Cemetery Corporation d/b/a Hebron Cemetery-Grayson, La
- l) 2023-033-A Elton Estilette Sr. d/b/a Estilette Family Cemetery-Church Point, La
- m) 2023-029-A Harmony Southern, LLC d/b/a St. Peters Cemetery-Elton, La
- n) 2025-026-A James Culpepper, Jr. d/b/a Culpepper Family Cemetery- Livingston, La
- o) 2025-041-A Samuel and Sharon Magliolo d/b/a S & S Cemetery-Independence, La
- p) 2025-006-A Calvin Dale Miller and Janet Miller d/b/a Dale Miller Cemetery-Florein, La
- q) 2025-037-A Young Little Rock Benevolent Society d/b/a Young Little Rock Benevolent Society Cemetery- Zachary, La
- r) 2025-040-A Crystal Firmin d/b/a Firmin Family Cemetery- Plaucheville, La
- s) 2025-044-A Roger Tod Miller and Alisa Ann Chabaud Miller d/b/a Timberline Cemetery-Kentwood, La

2025 Exempt (Renewals)

We have received 870 total exempt renewals as of this date.

Reports of Committees

Administrative Committee

There were no reports from the Administrative Committee.

Examination & Inspection Committee

The Examination and Inspection Committee reviewed a total of 22 reports that represent a statistically significant sample size of the examinations performed and have approved the same, which reports were approved as presented.

Rules and Regulations Committee

A meeting of the Rules and Regulations Committee will be conducted prior to the scheduled Board meeting in November in order to review and revise regulations in accordance with state directives.

Amendment to the Agenda to consider Matter out of Order.

At the request of Mr. Sullivan and in order to maintain continuity and levels of service to the community in times of crisis, Ms. Holloway moved to amend the Agenda for the addition of consideration of the appointment of Ryan Seidemann, JD, PhD as the Board's representative to the Cemetery Response Task Force based upon Dr. Seidemann's experience and expertise in the area, and if Dr. Seidemann was available and able to serve in the capacity. The Motion to Amend the Agenda was seconded by Ms. Suggs and unanimously approved. Thereafter, a Motion was made by Ms. Holloway and seconded by Ms. Suggs to appoint Dr. Seidemann as the Board's representative to the Cemetery Response Task Force if he was able and willing to serve in the capacity, which motion was unanimously approved by the Board.

Following consideration of this matter, the Board returned to the regular Agenda.

Old Business

Mr. Sullivan provided an update as to the status of reinterments of unknown following completion of recovery and interment of identified remains, and indicated that he hoped that meetings with

the town of Lafitte and communication with Alfortish regarding the Ironton Cemetery reinterments will result in completion of the remaining reinterments within the next few months.

Update on repayments to Trusts relating to 2024-007-I Garden of Memories of Alexandria, Inc. d/b/a Garden of Memories of Alexandria-Alexandria, Louisiana

Mr. Sullivan noted that as of May 21, 2025, there remained a balance due to the Perpetual Care Trust in the amount of \$15,989.00, down from the original sum due of \$23,989.00 as of the November 2024 Board meeting.

Update on repayments to Trusts relating to 2024-005-I Roselawn Memorial Garden - Delhi, Louisiana

Mr. Sullivan noted that as of May 21, 2025, there remained a balance due from 2023 and 2024 Perpetual Care Trust in the amount of \$11,006.37, and a balance due from the 2023 and 2024 Merchandise Trust in the amount of \$16,739.57. These sums reflect a reduction from the original balances as of the November 2024 meeting in the amount of \$17,961.14 for the Perpetual Care Trust and \$17,403.07 for the Merchandise Trust.

New Business

Request for Travel Approval for Jerry Sullivan and Delia Taylor to attend the DCRA Convention to be held in Springfield, Illinois September 28- October 2, 2025.

The Director noted that the Death Care Regulators of North America would be having a conference in Springfield, Illinois, on the dates of September 28- October 2, 2025. The Director requested that travel be approved for himself and Delia Taylor to attend the DCRA Convention, which would include travel and lodging.

2025 Legislative Actions Impacting Title 8 of the activities of the Louisiana Cemetery Board.

Mr. Sullivan reviewed several matters that may have an impact on the Board.

Renewal of Contract for Special Counsel Conlee S. Whiteley for a Period of Two Years

At the meeting, the Board reviewed the renewal of Contract for Special Counsel to the Board, Conlee S. Whiteley, for a period of two years. After discussion, Ms. Holloway moved that the Contract be renewed for a period of two years, subject to all required State agency approvals, which motion to seconded by Ms. Suggs, and unanimously approved by the Board.

Discussion regarding compliance with Insurance and Bonding Requirements for Polyguard Vaults and continued receipt of anonymous complaints.

Mr. Sullivan noted that additional anonymous complaints have been received alleging that Polyguard does not maintain sufficient inventory to cover its storage needs. However, Mr.

Sullivan further noted that there was no point in conducting an audit for purposes of Louisiana alone since it would require coordination with other states in order to determine adequate storage. Absent further evidence in the matter, it is just an issue that should be monitored.

Request by Carey, Troy and Brandon Casbon seek to withdraw Application Number 2025-012-A for a Family Burial Ground and have requested a return of the filing fee as they no longer wish to open a family burial ground.

Mr. Sullivan acknowledged receipt of a request for the withdrawal of Family Burial Ground Application 2025-012-A, and a refund of the Application fee. Following discussion, Ms. Holloway moved to permit the withdrawal of Application 2025-012-A and to refund the Application fee to the Casbon family, which Motion was seconded by Mr. Wilbert and unanimously approved by the Board.

Request by Our Lady of Perpetual Help Cemetery to withdraw its Pre-Construction Sale Project based upon the lack of sales since pre-sales began in November of 2014.

The Board reviewed the request by Our Lady of Perpetual Help Cemetery to permit the withdrawal of its Pre-Construction Sales Project based upon a lack of sale, and Mr. Sullivan noted confirmation that of the three sales conducted, one family was provided a full refund, and two families re-contracted for space in St. Alphonsus Cemetery in Maruice, Louisiana. Following discussion, Ms. Holloway moved to allow the withdrawal of the Pre-Construction project, which motion was seconded by Mr. Wilbert, and unanimously approved by the Board.

Review and Approval of Application #2025-030-A to Convert to a Total Return Distribution Method by Lafayette Memorial, Inc. d/b/a Lafayette Memorial Park

The Board reviewed the Applications for Approval of the Total Return Trust Method submitted by Lafayette Memorial, Inc., d/b/a Lafayette Memorial Park. After review of the application, and following Mr. Sullivan's review of the requirements of La. Rev. Stat. Ann. §8:454.1, Mr. Sullivan noted to the Board that all materials had been received and approved by staff subject to Board authorization, Ms. Suggs moved to grant all of the applications, which motion was seconded by Ms. Holloway and the motion was unanimously approved by the Board.

Discussion regarding updating the computer system and transition to a cloud-based platform.

Mr. Sullivan reviewed the costs and possibility of converting the storage on the Board's server to a cloud-based system. He noted that the staff was in the early stages of making inquiries as to pros and cons of such a move, as well as the costs associated with it and the security which may be provided and indicated that he would continue to discuss this matter further with the board as additional information is received.

Discussion regarding providing continuing education to funeral directors in cooperation with the Louisiana Board of Embalmers and Funeral Directors

Mr. Sullivan noted that the staff would be meeting with the Louisiana Board of Embalmers and Funeral Directors to provide education and materials relating to the requirements of registration pursuant to Title 8 and hoped to establish a working relationship between the two agencies for the public benefit.

Discussion regarding website and public list of cemeteries

Mr. Sullivan noted that the new website is operational and that a searchable list of all licensed cemeteries would be published and available following the addition of the cemeteries licensed at the Board meeting.

Ms. Suggs made a motion to go into Executive Session to discuss the following litigation. The motion was seconded by Mr. Wilbert and a roll call vote was taken with unanimous consent.

- a) State of Louisiana and the Louisiana Cemetery Board versus Stephanie Means Green, Denise Baranco, Wayne A. Matthews, Sr., Ronald R. Matthews, Dollie Matthews, Darryl G. Baranco, Sr., Mignon Baranco Fontenette, June B. Gumbel, Joseph S. Baranco, Jr., Christopher P. Baranco, Robert G. Baranco, III, Ramon M. Baranco, Schyvanda T. Baranco, Edith B. Baranco, David Brian Baranco, Sr., Nineteenth Judicial District Court, Parish of East Baton Rouge, Docket No. 613710, Section 24
- b) Cypress Grove Cemetery- Report on Removal of Human Remains from Wall Vaults and reconstruction of monument.
- c) Status of Gilbert Cemetery and placement of burial vaults on pre-existing plots containing interred remains

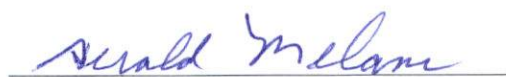
Following Executive Session and Returning Therefrom

It was moved by Ms. Suggs that the Board return from Executive Session and seconded by Ms. Patin, which motion was unanimously approved though a roll call vote by the Board.

Since there was no further business, Ms. Patin made a motion to adjourn, seconded by Ms. Peppo, and unanimously approved by the Board.


Michele M. (Shelly) Holloway, Secretary/Treasurer

Attested To:


Gerald W. Melancon, Chairman