

DIVISION OF CEMETERIES

STATE OF NEW YORK
DEPARTMENT OF STATE
123 WILLIAM STREET
NEW YORK, NY 10038
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WWW.DOS.NY.GOV

ANDREW M. CUOMO
GOVERNOR

CEMETERY BOARD

ROSANNA ROSADO
SECRETARY OF STATE
CHAIR

LETITIA JAMES
ATTORNEY GENERAL

DR. HOWARD A. ZUCKER
COMMISSIONER OF HEALTH

TO: NEW YORK STATE CEMETERY BOARD

FROM: LEWIS A. POLISHOOK, Director, Division of Cemeteries

CC: ANTONIO MILILLO, Counsel

SUBJECT: ROCKLAND CEMETERY, NO. 44-008

RE: DEMOLITION

DATE: AUGUST 31, 2020

Rockland Cemetery (the Cemetery) seeks approval of a major renovation, involving the demolition of five buildings, a free-standing kiln, and two other structures on property it acquired on February 10, 2020 with Cemetery Board approval.

The Division recommends approval, subject to receipt of all required permits.

Background

The Cemetery dates from 1847. The most notable burial in the Cemetery is General John C. Fremont, the "Pathfinder," Senator from California, and first candidate for President of the Republican Party.

The Cemetery continues to experience strong sales—selling approximately ½ acre of graves in three of the last four years, and slightly less in one of those years. It has been profitable in each of the last four years. The Cemetery is current in all filings with the Division; there were some lines omitted from the Cemetery's 2019 annual report form, which the Cemetery has agreed to correct and resubmit. There are no trust fund deficits. The Cemetery has a conflict of interest policy. An excerpt from the Cemetery's most recent 990 showing compensation is included as an exhibit. The Cemetery is consistently well-maintained. The Board consists of local community members who receive a small stipend for attending meetings (the officers receive an additional monthly stipend that is also small).

No related parties are involved in this transaction.

Acquisition of the Property

The Cemetery Board approved the sale at its August 19, 2019 meeting, subject to the following conditions:

- (1) approval by the Attorney General of the sale of the Property; (2) removal or modification of the deed restriction on the Property; (3) any required local zoning approval, including consideration of whether the purchase might affect cemetery use of the existing cemetery property; and (4) receipt of additional documentation confirming the cemetery's board's approval of the purchase.

The Cemetery Board further stated at its September 10, 2019 meeting that its approval should not be construed as relieving the Cemetery of its obligation to get consent of the County Legislature.

Subsequently, the Cemetery advised the Division, counsel, and the Cemetery Board that there was no deed restriction on the property, but merely a contractual restriction on its use, and that the original seller and Art Students League of New York. After discussions, in January 2020 counsel wrote to counsel for the Cemetery, stating:

You have since indicated that there is no deed restriction, but rather an unrecorded agreement that restricted the use of the land. The distinction was discussed at the Cemetery Board's November meeting and the Board members agreed that a letter from counsel rather than a motion to reopen its decision should resolve the matter. I can therefore advise you that the requirement that 'the deed restriction on the property' be removed should be understood to require that any restriction that prevents the property from being transferred to Rockland Cemetery or prevents it from being used for cemetery purposes be removed.

The sale closed on February 10, 2020; the Division believes the Cemetery satisfied all preconditions to closing required by the Cemetery Board.

Exhibits

- A. August 17, 2020 Report of Senior Accountant Andrew Hickey including:
 - 1. Schedule A
 - 2. 2019 Financial Statement and Annual Financial Report for 2019
 - 3. Itemized List of Demolition Costs
- B. July 22, 2020 Application submitted by the Cemetery
- C. Map showing location of buildings to be demolished
- D. Minutes of the Cemetery's board meeting approving the project dated February 20, 2020
- E. Conflict of Interest Policy
- F. Excerpt from 990

Major Alteration Factors

Result in or Avoid Destruction, Damage to, Modification or Interference with Existing Graves and Markers, Crypts, Mausoleums, Roadways and Pathways

The work in question will not affect existing graves, markers, crypts, mausoleums, roads, and paths. There are no burials in the newly-acquired property and no roads connect it to the developed portions of the Cemetery.

Location, Design and Duration

The locations of the buildings and other structures to be demolished are shown on the map. Demolition will take eight weeks, preceded by an asbestos abatement which will also take eight weeks.

Financial Impact

The projects will have negligible financial impact on the Cemetery. The estimated cost of abatement and demolition is \$128,500.

Interference with Lots or Interests of Lot Owners

None. This newly-acquired section has no graves.

Appropriate for Cemetery Purposes

The cemetery has no need for the house, barn, kiln, and other structures and they will be costly to maintain, let alone repair. They could also become an attractive nuisance if left standing.

Community Impact

None; none of these structures are visible from outside the property.

Public Health, Safety, Environment, and Natural Resources

Any impact on any of the above will be no different from any other demolition. The local permitting process and strict regulations to address asbestos abatements are designed to ensure that there will be no impact on public health, safety, environment, or natural resources.

Mitigation of Negative Impact

See above.

Permits

The Cemetery needs a demolition permit from the Town of Orangetown and a permit for the asbestos abatement from the New York State Department of Environmental Conservation.

Recommendation

I visited the Cemetery on July 31. These buildings are part of a former art school campus that the Cemetery closed on in February 2020. I did not enter any of the buildings but from the outside they appeared to be in poor shape. None of them appear particularly suitable for cemetery use, especially not with the work that would be needed to repair them.

The Cemetery will retain the newer former dormitory building, which is a newer building and in better shape. Before the Cemetery acquired the property, it proposed to move its office to that building (its existing office is tiny and lacks proper conference space) but it has made no final decisions on the subject.

EXHIBIT A

DIVISION OF CEMETERIES

STATE OF NEW YORK
DEPARTMENT OF STATE
ONE COMMERCE PLAZA
99 WASHINGTON AVENUE
ALBANY, NY 12231-0001
TELEPHONE: (518) 474-6226
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ANDREW M. CUOMO
GOVERNOR

CEMETERY BOARD

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CHAIR

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ATTORNEY GENERAL

DR. HOWARD A. ZUCKER
COMMISSIONER OF HEALTH

To: NEW YORK STATE CEMETERY BOARD

From: Andrew Hickey, Senior Accountant

Subject: Rockland Cemetery, #44-008

Re: Demolition of Structures

Date: August 17, 2020

Schedules:

- 1) Four-year Income Expense Balance Sheet (Schedule A)
- 2) 2019 Audited Financial Report
- 3) Itemized list of demolition costs.

The Division has received an application dated July 31, 2020, from Rockland Cemetery in Sparkill, New York (the Cemetery), Rockland Cemetery (the Cemetery) seeking approval of a major renovation, involving the demolition of five buildings, a free-standing kiln, and two other structures on property it acquired on February 10, 2020 with Cemetery Board approval. The cost of demolition is estimated to be approximately \$131,000 (Schedule 3). The Cemetery will pay for the demolition cost solely from its General Fund. As of December 31, 2019, the Cemetery had \$2,203,462 in its general fund, \$1,050,126 in its Permanent Maintenance (PM) fund, and \$290,127 in its Perpetual Care funds.

Background

For the four-year period reviewed (2016-2019), the Cemetery has averaged 190 burials and over 282 new grave sales per year. Operations have generated a surplus (averaging \$278K) for each of the past four years. The proposed demolition costs will be funded by a withdrawal from the Cemetery's General Fund. This Division has reviewed the 2019 annual financial statement (Schedule 2), four-year comparison of income and expenses, and four-year fund balances (Schedule 1) and find that Rockland seems to be an efficiently operated cemetery.

The cost of the demolition (\$131,000) should not detrimentally impact on the cemetery. Trustees indicated the demolition of existing structures will be overall financially beneficial to the cemetery largely because of future cost savings (reduced maintenance and utility expense) and the potential of future lot sales.

The Cemetery continues to experience strong sales—selling approximately ½ acre of graves over last four years. It has been profitable in each of the last four years. The Cemetery is current in all filings with the Division and there are no trust fund deficits. The Cemetery has a conflict of interest policy. The Cemetery is consistently well-maintained.

Summary of Recommendation

The Division recommends that the Board approve this transaction. The cemetery will not be negatively impacted by this expense and the future benefits gained from removal of structures will be in the long-term benefit of the cemetery.

Senior Accountant,

Andrew Hickey

EXHIBIT 1



Division of Cemeteries

**Department of State
DIVISION OF CEMETERIES**

One Commerce Plaza
99 Washington Avenue
Albany, NY 12231-0001
Telephone: (518) 474-6226
www.dos.ny.gov

SCHEDULE A – INCOME AND EXPENSES AND FUND BALANCES

For any income or expense category where there is a significant increase or decrease in income or expenses, please provide a brief explanation. Not all cemeteries will have income and expenses in all of these categories

Cemetery Name Rockland Cemetery	New York State Cemetery Five Digit ID Number 44 — 008
------------------------------------	--

YEAR ENDING	12/31/19	12/31/18	12/31/17	12/31/16
SIZE AND INVENTORY				
Acres-Total	157.00	157.00	157.00	157.00
Acres-Developed and Sold	37.00	37.00	37.00	25.00
Acres-Developed and Unsold	120.00	120.00	120.00	132.00
BURIALS AND LOT SALES				
Burials	205.00	210.00	187.00	158.00
Number of lots (graves, crypts, niches) sold	254.00	369.00	309.00	195.00
INCOME (RECEIPTS)				
Lots and grave sales	\$ 495,800.00	\$ 723,300.00	\$ 619,800.00	\$ 413,600.00
Interment fees	\$ 222,543.00	\$ 265,606.00	\$ 229,389.00	\$ 188,270.00
Foundations	\$ 155,491.00	\$ 131,740.00	\$ 84,863.00	\$ 58,668.00
Dividends and interest				
Donations				
Other-specify; Equipment Sales/Filming on Site attach additional sheet(s) as needed	\$ 2,000.00	\$ 20,036.00	\$ 9,024.00	\$ 9,716.00
Other-specify; Holiday Decorations attach additional sheet(s) as needed	\$ 1,525.00			
Other-specify; attach additional sheet(s) as needed				
TOTAL RECEIPTS	\$ 877,359.00	\$ 1,140,682.00	\$ 943,076.00	\$ 670,254.00

SCHEDULE A – INCOME AND EXPENSES AND FUND BALANCES

	New York State Cemetery Five Digit ID Number			
Cemetery Name Rockland Cemetery	44 008			
YEAR ENDING	12/31/19	12/31/18	12/31/17	12/31/16
EXPENSES (DISBURSEMENTS)				
Employee Wages	\$ 167,680.00	\$ 231,046.00	\$ 212,968.00	
Independent Contractor Grave Openings	\$ 79,500.00	\$ 27,300.00		
Independent Contractor Maintenance and Mowing	\$ 83,332.00	\$ 81,061.00	\$ 79,084.00	
Salaries of Officers	\$ 22,000.00	\$ 22,000.00	\$ 20,200.00	\$ 21,700.00
Supplies and Repairs	\$ 255,645.00	\$ 224,375.00	\$ 228,430.00	\$ 209,425.00
Equipment				
Insurance – General Liability	\$ 4,645.00	\$ 711.00	\$ 711.00	\$ 711.00
Workers Compensation	\$ 26,994.00	\$ 25,848.00	\$ 17,590.00	\$ 15,773.00
Commercial Crime/ Employee Dishonesty	\$ 711.00	\$ 717.00	\$ 717.00	\$ 709.00
Vandalism and Assessment Fee	\$ 2,500.00	\$ 1,632.00	\$ 1,451.00	\$ 1,083.00
Other – specify;				
Payroll Taxes <small>attach additional sheet as needed</small>	\$ 15,398.00	\$ 19,238.00	\$ 19,315.00	\$ 21,709.00
Other – specify;				
Employee Benefits <small>attach additional sheet as needed</small>	\$ 31,622.00	\$ 49,752.00	\$ 35,953.00	\$ 42,341.00
Other – specify;				
Auto Insurance <small>attach additional sheet as needed</small>	\$ 3,891.00			
TOTAL DISBURSEMENTS	\$ 693,918.00	\$ 683,680.00	\$ 616,419.00	\$ 313,451.00
OPERATING SURPLUS (LOSS)	\$ 183,441.00	\$ 457,002.00	\$ 326,657.00	\$ 356,803.00
INTER-FUND TRANSFERS				
Transfers To Operating Account	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
From trust funds (retained income from previous years)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
From other funds (i.e., special, bequests, pre-need, etc.)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL TRANSFERS FROM OTHER FUNDS TO OPERATING ACCOUNT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SCHEDULE A – INCOME AND EXPENSES AND FUND BALANCES

Cemetery Name Rockland Cemetery	New York State Cemetery Five Digit ID Number 44 008
------------------------------------	--

	YEAR ENDING 12/31/19	12/31/18	12/31/17	12/31/16
FINANCIAL ASSETS (FUND BALANCES)				
General Fund	\$ 1,484,129.00	\$ 2,160,791.00	\$ 1,961,406.00	\$ 1,681,857.00
Permanent Maintenance Fund	\$ 443,104.00	\$ 917,752.00	\$ 850,787.00	\$ 764,448.00
Perpetual Care	\$ 290,127.00	\$ 238,169.00	\$ 257,551.00	\$ 231,589.00
Special Trust	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Other	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL FINANCIAL ASSETS	\$ 2,217,360.00	\$ 3,316,712.00	\$ 3,069,744.00	\$ 2,677,894.00

PER ACRE ANALYSIS`

Total Income Per Developed Acre	\$ 23,712.41	\$ 30,829.24	\$ 25,488.54	\$ 26,810.16
Total Expense Per Developed Acre	\$ 18,754.54	\$ 18,477.84	\$ 16,659.97	\$ 12,538.04
Net Income (Loss) Per Developed Acre	\$ 4,957.86	\$ 12,351.41	\$ 8,828.57	\$ 14,272.12
Funds Per Developed Acre	\$ 59,928.65	\$ 89,640.86	\$ 82,966.05	\$ 107,115.76

Permanent Maintenance Loan

Approved Date	
Original Loan Amount	
Current Balance	

NOTES:

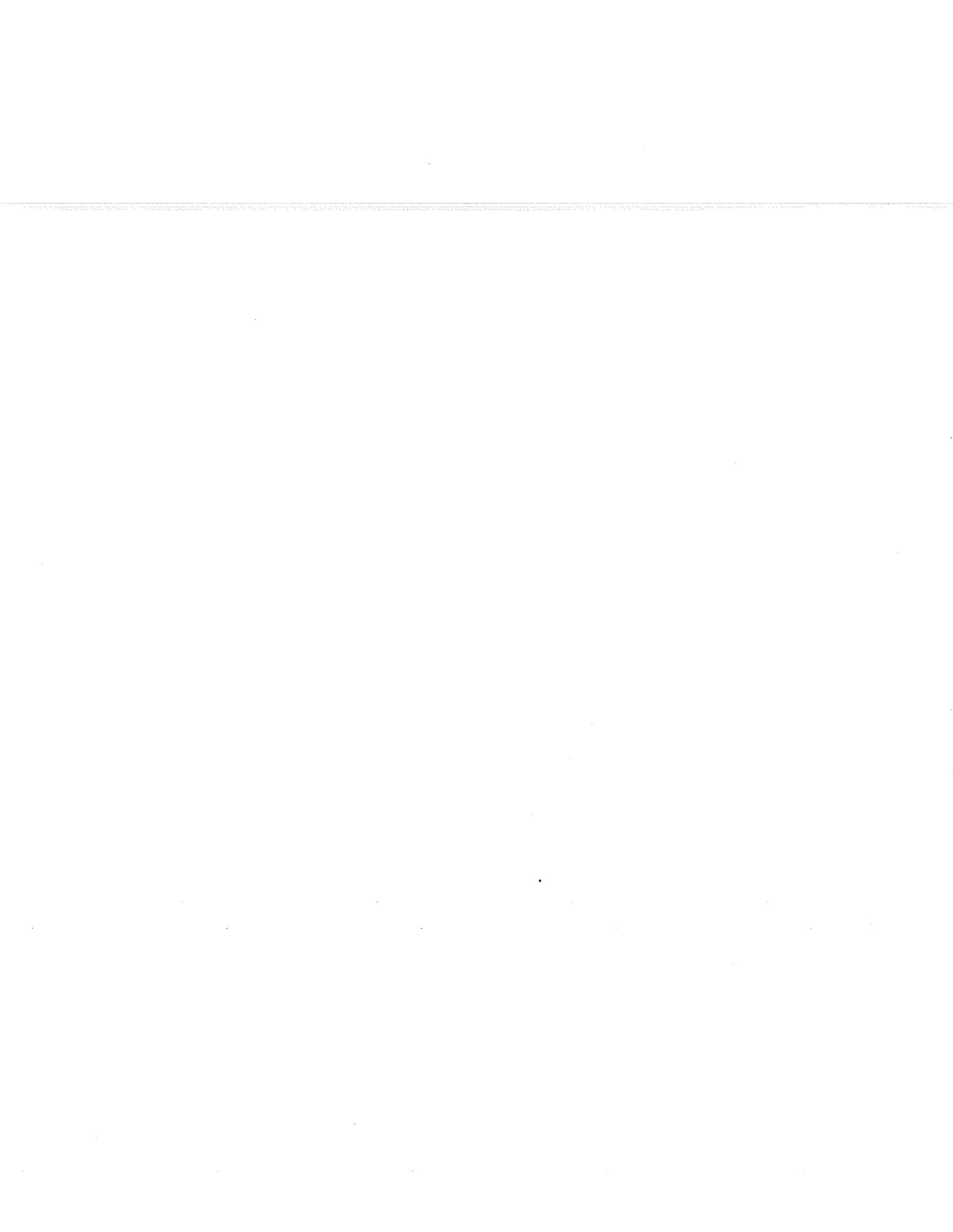


EXHIBIT 2



Division of Cemeteries

New York State
Department of State
DIVISION OF CEMETERIES
 One Commerce Plaza
 99 Washington Avenue
 Albany, NY 12231-0001
 Telephone: (518) 474-6226
 www.dos.ny.gov

ANNUAL FINANCIAL REPORT OF CEMETERY CORPORATION

CEMETERIES THAT FILE CPA REPORTS MUST ALSO COMPLETE THIS REPORT. ATTACH ADDITIONAL PAGES IF NEEDED.

PART ONE – GENERAL INFORMATION

Reporting Year End Date – Report due 90 days after end of fiscal year (March 31 for most cemeteries) 12/31/2019	
Cemetery Name Rockland Cemetery, Inc.	Cemetery County
New York State – Cemetery Five Digit ID Number 4 4 – 0 0 8	Federal ID Number – Nine Digit ID Number 13-1821629
Mailing Address (include name if address is that of an Officer) 201 Kings Highway, P.O. Box 337	
City, Town or Village Sparkill	NY 10976 Zip Code

PERSON KEEPING FINANCIAL RECORDS

Name and Title Mary Gabalski, Office Administrator	Mailing Address 201 Kings Highway, P.O. Box 337
Telephone Number (845) 359-0172	E-Mail Address mary@rocklandcemetery.org
NUMBER OF BURIALS – FOR REPORTING YEAR	
CEMETERY LANDS – IN ACRES	
Number of Body Burials 135	Current Lot Price-if multiple prices, write "various" Sold – To Date 37.00
Number of Cremains Buried from NYS Crematories 33	Adult Interment Fee \$ 1,400.00 Unsold - Developed 20.00
Number of Cremains Buried from Out-of-State Crematories 26	Cremation Interment Fee \$ 450.00 Unsold - Undeveloped 100.00
Total Burials for Reporting Year 194	Cremation Fee for Crematory Use only Total Acreage 157.00
Number Cremations Performed 0	Estimated Burial Spaces Remaining Including In Ground, Mausoleum Crypts and Columbarium niches 1,525

INSURANCE COVERAGE – Commercial Crime/Employee Dishonesty

\$ 1,000,000.00	11/20/2020
AMOUNT OF COVERAGE	EXPIRATION DATE OF POLICY
Not for Profit Directors and Officers	Selective Insurance Company of America
CLASSES OF PERSONS (DIRECTORS, EMPLOYEES, OFFICERS, ETC.) COVERED	NAME OF CARRIER

- Check if the Division has previously granted a reduction, waiver or modification of this requirement.
- Directors and trustees must annually disclose any possible conflicts of interest in a written statement. Check here to confirm that your directors and trustees have done so. Do not attach the statements to your Annual Financial Report.

FINANCIAL STATEMENT CERTIFICATION

The undersigned officials of the Rockland Cemetery, Inc. Cemetery Corporation certify that we have thoroughly reviewed this Annual Financial Report. To the best of our knowledge this Annual Financial Report and the cemetery's operating statement and accounting assets are complete, accurate, free from any misstatements and are not misleading in any respect.

X	5-28-2020
TRUSTEE SIGNATURE	DATE
Tim Temple, Treasurer	
NAME AND TITLE (PRINT)	
X	5-28-2020
TRUSTEE SIGNATURE	DATE
James J. Dean, President	
NAME AND TITLE (PRINT)	

ANNUAL FINANCIAL REPORT OF CEMETERY CORPORATION

PART TWO – OPERATING STATEMENT

CEMETERY NUMBER AND NAME 44008 Rockland Cemetery	DATE – Reporting Year End 2019
---	-----------------------------------

① Operating Account Balance – Beginning *See Attached* \$ _____

RECEIPTS (INCOME)

(You may attach a statement of income and expense in lieu of completing this section if it contains all the information required below. ALL BOLDED LINES MUST BE FILLED OUT)

a. Lot Sales (gross) (includes niche, crypts, mausoleums, etc.).....	\$ _____
b. Interment Income.....	\$ _____
c. Foundations.....	\$ _____
d. Dividends and Interest (deposited in reporting year).....	\$ _____
e. Donations and Bequests.....	\$ _____
f. Other Receipts (complete schedule on next page).....	\$ _____
g. SUBTOTAL - OPERATING REVENUES... (Add lines a – f)...	+\$ _____ 0.00

DISBURSEMENTS (EXPENSES)

h. Employee Wages.....	\$ _____
i. Independent Contractor - Grave Opening.....	\$ _____
j. - Maintenance and Mowing.....	\$ _____
k. Salaries of Officers and Directors.....	\$ _____
l. Supplies and Repairs.....	\$ _____
m. Equipment.....	\$ _____
n. Insurance - General Liability.....	\$ _____
o. - Workers Compensation.....	\$ _____
p. - Commercial Crime/Employee Dishonesty.....	\$ _____
q. Vandalism and Assessment Fee.....	\$ _____
r. Other Disbursements (complete schedule on next page).....	\$ _____
s. SUBOTAL - DISBURSEMENTS... (Add lines h – r).....	-\$ _____ 0.00

② Net Operating Surplus OR Deficit (Operating Revenue - line g Less Disbursements - line s) \$ _____ 0.00

TRANSFERS TO OPERATING ACCOUNT (COMPLETE THIS ENTIRE SECTION EVEN IF YOU FILE A CPA REPORT)

From Trust Funds (Retained Income from Previous Years).....	\$ _____
From Other Funds (i.e., Special, Bequests, Pre-need, etc.).....	\$ _____

③ TOTAL TRANSFERS TO OPERATING ACCOUNT..... + \$ _____ 0.00

TRANSFERS FROM OPERATING ACCOUNT

To Permanent Maintenance Fund*	
Minimum of 10 % of Lot Sales.....	\$ _____
\$35 per Interment	\$ _____
Other (Loan Payments, etc.).....	\$ _____
To Perpetual Care Fund.....	\$ _____
To Other Funds	\$ _____

④ TOTAL TRANSFERS FROM OPERATING ACCOUNT TO PM, PC, AND OTHER FUNDS..... - \$ _____ 0.00

Operating Account Balance – ENDING (Total lines 1 – 3 less line 4)..... \$ _____ 0.00

DIVIDENDS AND INTEREST

Total Dividends and Interest Earned in the Reporting Year (from all accounts)..... \$ _____

*By law, a cemetery must deposit into its Permanent Maintenance fund at least 10% of the gross proceeds of lot and grave sales and \$35.00 for every interment including cremated remains.

ANNUAL FINANCIAL REPORT OF CEMETERY CORPORATION

PART THREE – STATEMENT OF OPERATING FUNDS & TRUST FUNDS

CEMETERY NUMBER AND NAME 44008 Rockland Cemetery	DATE – Reporting Year End 2019
---	-----------------------------------

PERMANENT MAINTENANCE FUND – SCHEDULE OF ACCOUNTS and BALANCES

Permanent Maintenance (PM) Assets – List reporting year end balances of all accounts containing PM funds. For all investment accounts, also list cost basis. You may attach a schedule or list all on separate sheet if additional space is required, but you must complete Line A, below.

Financial Institution	Last 4 Digits of Account #	Type* of Account	Balance-Reporting Year End- at Market	Balance-Reporting Year End- at Cost
1. <i>"See Attached"</i>			\$ _____	\$ _____
2. _____			\$ _____	\$ _____
3. _____			\$ _____	\$ _____
4. _____			\$ _____	\$ _____
5. _____			\$ _____	\$ _____
A. Total of Permanent Maintenance Assets at Reporting Year End			\$ _____ 0.00	\$ _____ 0.00

*Type = CD, Mutual Fund, Savings Account, Stocks, etc.

PERMANENT MAINTENANCE (PM) FUND RECONCILIATION

1. PM Fund Balance – Beginning	\$ _____
ADDITIONS TO PM	
2. Allocations from Lot Sales (at least 10% of gross lot sales)	\$ _____
3. Allocations from Interments (\$35 per interment)	\$ _____
4. Allocations from Installment Payments (from Part 5A)	\$ _____
5. Income (Interest and Dividends)	\$ _____
6. Realized Capital Gains	\$ _____
7. PM Loan Repayments	\$ _____
8. Other Additions to PM	\$ _____
9. SUBTOTAL ADDITIONS (Lines 2 through 8)	+ \$ _____ 0.00
WITHDRAWALS/DEDUCTIONS FROM PM	
10. Transfer of Income (Interest and Dividends)	\$ _____
11. Realized Capital Losses	\$ _____
12. PM Loans withdrawn	\$ _____
13. Deduction of 2/3 of investment advisory fees on PM account	\$ _____
14. SUBTOTAL DEDUCTIONS (Lines 10 through 13)	- \$ _____ 0.00
15. Balance at Reporting Year End (Line 1 plus Line 9, minus Line 14)	\$ _____ 0.00

ANNUAL FINANCIAL REPORT OF CEMETERY CORPORATION

PART THREE – STATEMENT OF OPERATING FUNDS & TRUST FUNDS

CEMETERY NUMBER AND NAME 44008 Rockland Cemetery	DATE – Reporting Year End 2019
---	-----------------------------------

SPECIAL TRUST FUNDS – SCHEDULE OF ACCOUNTS and BALANCES (IF THE CEMETERY HAS SUCH TRUST FUNDS)

List reporting year end balances of all accounts containing Special Trust Funds (such as restricted donations or bequests). For all investment accounts, also list cost basis. Attach schedule or list all on separate sheet if additional space is required. Attach copies of instruments establishing new bequests received during the reporting year. Attach schedule or list all on separate sheet if additional space is required.

Financial Institution	Last 4 Digits of Account #	Type* of Account	Balance-Reporting Year End- at Market	Balance-Reporting Year End- at Cost
1. <i>"See Attached"</i>			\$ _____	\$ _____
2. _____			\$ _____	\$ _____
3. _____			\$ _____	\$ _____
4. _____			\$ _____	\$ _____
5. _____			\$ _____	\$ _____
Total of Special Trust Fund Assets at Reporting Year End			\$ <u>0.00</u>	\$ <u>0.00</u>

*Type = CD, Mutual Fund, Savings Account, Stocks, etc.

ANNUAL FINANCIAL REPORT OF CEMETERY CORPORATION

1. Does your cemetery currently, or has it ever, offered perpetual care? YES or NO
Perpetual care is a voluntary contractual arrangement with the cemetery for additional care of a lot, plot, or part thereof.
If you answered YES to this Question, go online to <http://www.dos.ny.gov/cmtty/forms.htm> and download and file Part Four A— Perpetual Care Trust Fund—Schedule of Accounts and Balances, and Perpetual Care Fund Reconciliation.
2. Does your cemetery have a Permanent Maintenance Fund loan outstanding? If you answered YES to this question, go online to <http://www.dos.ny.gov/cmtty/forms.htm> and download and file Part Four B – Permanent Maintenance Loan Balance. YES or NO
3. Does your cemetery sell lots on an installment basis? If you answered YES to this question, go online to <http://www.dos.ny.gov/cmtty/forms.htm> and download and file Part Five A – Supporting Schedules. YES or NO
4. Does your cemetery sell merchandise such as bronze markers or interment services on a pre-need basis? If you answered YES to this question, go online to <http://www.dos.ny.gov/cmtty/forms.htm> and download and file Part Five B – Supporting Schedules. YES or NO
5. Does your cemetery file Form 990 or Form 990-EZ with the IRS? YES or NO
If you answered YES to this question:
Form 990 filers attach Part VII Compensation of Officers, Directors, Trustees.
Form 990-EZ filers attach Part VI.
If your cemetery files Form 990-N – Electronic Notice (e-Postcard), no additional attachments are required.
-

If you answered **NO to ALL** of the above five questions and your cemetery has less than \$1,000,000 in total financial assets,* **STOP HERE**.
You do not have to fill out any additional schedules.

* Total financial assets means the market value of all general funds, permanent maintenance funds, perpetual care funds, special trust funds and other funds under the control of the cemetery, including both restricted and unrestricted funds, regardless of the form in which they are held. Total financial assets do not include the cemetery's land, buildings, equipment, etc.

ROCKLAND CEMETERY, INC.
FINANCIAL STATEMENTS
DECEMBER 31, 2019

**ROCKLAND CEMETERY, INC.
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RRC  **CPAs P.C.**
CERTIFIED PUBLIC ACCOUNTANTS

WWW.RRCCPAPC.COM

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of
Rockland Cemetery, Inc.

We have audited the accompanying financial statements of Rockland Cemetery, Inc., (a nonprofit organization), which comprise the statement of financial position as of December 31, 2019, and the related statements of activities, statement of functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Rockland Cemetery, Inc., as of December 31, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

RRC CPAs P.C.

RRC CPAs P.C.
Orangeburg, NY
May 11, 2019

ROCKLAND CEMETERY, INC.
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2019

ASSETS

	<u>Designated for Operations</u>	<u>Current Maintenance Fund</u>	<u>Permanent Maintenance Fund</u>	<u>Perpetual Care Fund</u>	<u>Total</u>
CURRENT ASSETS					
Cash and Cash Equivalents	\$ 206,299	\$ 15,395	\$ 568,026	\$ 3,504	\$ 793,224
Investments	-	1,974,609	482,100	286,623	2,743,332
Prepaid Expenses	7,159	-	-	-	7,159
	<u>213,458</u>	<u>1,990,004</u>	<u>1,050,126</u>	<u>290,127</u>	<u>3,543,715</u>
TOTAL CURRENT ASSETS					
PROPERTY AND EQUIPMENT					
Equipment	209,256	-	-	-	209,256
Building and Improvements	892,651	-	-	-	892,651
	<u>1,101,907</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,101,907</u>
TOTAL PROPERTY AND EQUIPMENT					
LESS: Accumulated Depreciation	(206,679)	-	-	-	(206,679)
	<u>895,228</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>895,228</u>
NET PROPERTY AND EQUIPMENT					
TOTAL ASSETS	<u>\$ 1,108,686</u>	<u>\$ 1,990,004</u>	<u>\$ 1,050,126</u>	<u>\$ 290,127</u>	<u>\$ 4,438,943</u>

LIABILITIES AND NET ASSETS

LIABILITIES					
Accounts Payable and Accrued Expenses	\$ 16,328	\$ -	\$ -	\$ -	\$ 16,328
	<u>16,328</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,328</u>
TOTAL LIABILITIES					
NET ASSETS - WITHOUT DONOR RESTRICTIONS	<u>1,092,358</u>	<u>1,990,004</u>	<u>1,050,126</u>	<u>290,127</u>	<u>4,422,615</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 1,108,686</u>	<u>\$ 1,990,004</u>	<u>\$ 1,050,126</u>	<u>\$ 290,127</u>	<u>\$ 4,438,943</u>

ROCKLAND CEMETERY, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>Designated for Operations</u>	<u>Current Maintenance Fund</u>	<u>Permanent Maintenance Fund</u>	<u>Perpetual Care Fund</u>	<u>Total</u>
REVENUES					
Sale of Plots	\$ 495,800	\$ -	\$ -	\$ -	\$ 495,800
Interments	223,093	-	-	-	223,093
Foundations	155,491	-	-	-	155,491
Misc. Revenues	6,994	-	-	-	6,994
Investment Income	-	48,997	26,280	7,144	82,421
Realized Gain/(Loss)	-	(3,894)	(5,911)	(2,956)	(12,761)
Unrealized Gain/(Loss)	-	168,232	66,077	49,762	284,071
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUES	881,378	213,335	86,446	53,950	1,235,109
EXPENSES					
Program Services	607,732	-	-	-	607,732
Supporting Services	-	-	-	-	-
Management and General	47,362	3,424	3,177	1,992	55,955
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	655,094	3,424	3,177	1,992	663,687
TRANSFERS	(114,887)	65,782	49,105	-	-
INCREASE/(DECREASE) IN NET ASSETS	111,397	275,693	132,374	51,958	571,422
NET ASSETS, BEGINNING OF YEAR - WITHOUT DONOR RESTRICTIONS	980,961	1,714,311	917,752	238,169	3,851,193
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
NET ASSETS, END OF YEAR - WITHOUT DONOR RESTRICTIONS	\$ 1,092,358	\$ 1,990,004	\$ 1,050,126	\$ 290,127	\$ 4,422,615

**ROCKLAND CEMETERY, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Program Services</u> <u>Cemeteries</u> <u>and Operations</u>	<u>Supporting Services</u> <u>Management</u> <u>and General</u>	<u>Total</u>
Employee Salaries and Related Expenses			
Salaries and Wages	\$ 167,680	\$ 22,867	\$ 190,547
Employee Benefits Medical	31,622	4,312	35,934
Payroll Taxes	15,398	2,100	17,498
Total Employee Salaries and Related Expenses	<u>214,700</u>	<u>29,279</u>	<u>243,979</u>
Cemetery Supplies and Maintenance	255,645	-	255,645
Gas, Oil and Diesel Fuel	7,106	1,254	8,360
Investment Expenses	-	8,593	8,593
Office Expense	20,876	3,716	24,592
Telephone	4,369	-	4,369
Insurance	30,247	-	30,247
Professional Fees	-	5,100	5,100
Travel	-	8,013	8,013
Advertising	8,187	-	8,187
Utilities	1,240	-	1,240
Depreciation Expense	65,362	-	65,362
TOTAL EXPENSES	<u>\$ 607,732</u>	<u>\$ 55,955</u>	<u>\$ 663,687</u>

**ROCKLAND CEMETERY, INC.
STATEMENTS OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2019**

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in Net Assets	\$ 571,422
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	65,362
(Increase)/Decrease in Operating Assets:	
Accounts Receivable	5,625
Prepaid Expenses	(3,145)
Increase/(Decrease) in Operating Liabilities:	
Accounts Payable and Accrued Expenses	<u>5,181</u>
 NET CASH PROVIDED/(USED IN) BY OPERATING ACTIVITIES	 <u>644,445</u>
 CASH FLOWS FROM INVESTING ACTIVITIES	
Land Improvements	<u>(414,962)</u>
 NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES	 <u>(414,962)</u>
 NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS	 229,483
BEGINNING CASH AND CASH EQUIVALENTS	<u>3,307,073</u>
ENDING CASH AND CASH EQUIVALENTS	<u>\$ 3,536,556</u>

ROCKLAND CEMETERY, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE A – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities – The Rockland Cemetery, Inc., (the Organization) was organized in 1847 and is located in the Town of Orangetown. The Organization is a non-sectarian cemetery, and is open for burials of all races, religions and walks of life.

Financial Statement Presentation – The Organization prepares its financial statements in accordance with generally accepted accounting principles promulgated in the United States of America (U.S. GAAP) for not-for-profit entities. The significant accounting and reporting policies used by the Organization are described subsequently to enhance the usefulness and understandability of the financial statements.

Basis of Accounting

The accompanying financial statements are prepared on the accrual basis of accounting and accounting principles general accepted in the United States of America.

Net Assets

The financial statements report net assets and changes in net assets in two classes that are based upon the existence or absence of restrictions on use that are placed by its donors, as follows:

Net Assets Without Donor Restrictions

Net assets without donor restrictions are resources available to support operations. The only limits on the use of these net assets are the broad limits resulting for the nature of the organization, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations.

Designated for Operations – Include all resources without donor restrictions, which are expendable for carrying on day-to day operations.

Designated for Current Maintenance Fund – When a right of burial or entombment is sold, a percentage of the fee is designated as a Current Maintenance fund. Under New York State Not for Profit Corporation Law Article 15, the Organization is required to deposit not less than fifteen per centum of gross proceeds of a sale, in the current maintenance fund. These funds are not donations; therefore, they are not recorded under net assets with donor restrictions under United States generally accepted accounting principles.

Permanent Maintenance Fund – When a right of burial or entombment is sold, a percentage of the fee is designated as a Permanent Maintenance fund. Under New York State Not for Profit Corporation Law Article 15, the Organization is required to deposit not less than ten per centum of gross proceeds of a sale in the permanent maintenance fund. In addition to the foregoing, at the time the cemetery corporation receives payment for the performance of an interment or inurnment, the cemetery corporation shall collect and deposit into the permanent maintenance fund the sum of thirty-five dollars. These funds are not donations; therefore, they are not recorded under net assets with donor restrictions under United States Generally Accepted Accounting Principles. Further, the permanent maintenance fund is considered to be held by the Organization as a trust fund, which requires it to be prudently invested with the intent of preserving capital and producing a reasonable income for the purpose of maintaining and preserving the cemetery.

ROCKLAND CEMETERY, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019

Perpetual Care Fund – For each lot sold, the Organization offers a designated flat fee to provide for the future maintenance and preservation of the cemeteries. These funds are not contributions; therefore, they are not recorded under net assets with donor restrictions under United States Generally Accepted Accounting Principles.

Net Assets with Donor Restrictions

Net assets with donor restrictions are resources that are restricted by a donor for use for a particular purpose or in a particular future period. Some donor-imposed restrictions are temporary in nature, and the restriction will expire when the resources are used in accordance with the donor's instructions or when the stipulated time has passed. Other donor-imposed restrictions are perpetual in nature; the organization must continue to use the resources in accordance with the donor's instructions.

When a donor's restriction is satisfied, either by using the resources in the manner specified by the donor or by the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from net assets with donor restrictions to net assets without donor restrictions. Net assets restricted for acquisition of building or equipment (or less commonly, the contribution of those assets directly) are reported as net assets with donor restrictions until the specified asset is placed in service by the Organization, unless the donor provides more specific directions about the period of its use.

Investment and Spending Policy – The Organization has adopted investment and spending policies for the permanent maintenance fund and current maintenance fund that attempt to provide a predictable stream of funding while seeking to maintain the purchasing power of the assets. Under this policy, as approved by the Board of Directors, the permanent maintenance fund and current maintenance fund are invested in a manner that is intended to produce results that meet or exceed the price and yield results of appropriate market indices while assuming a low level of investment risk. The Organization expects its permanent maintenance fund and current maintenance fund assets, over time, to provide an average real rate of return of approximately 3% annually. Actual returns in any given year may vary from this amount.

To satisfy its long-term rate-of-return objectives, the Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Organization targets a diversified asset allocation that places a greater emphasis on fixed-income investments to achieve its long-term return objectives within prudent risk constraints.

Cash and Cash Equivalents – For purposes of the statements of cash flows, the Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Investments – Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Unrealized gains and losses are included in the change in net assets. Investment income and gains restricted by a donor are reported as increase in net assets without donor restrictions if the restrictions are met (either by passage of time or by use) in the reporting period in which the income and gains are recognized.

ROCKLAND CEMETERY, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019

Promises to Give – Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

The Organization uses the allowance method to determine uncollectible promises receivable. The allowance is based on prior years' experience and management's analysis of specific promises made.

Property and Equipment – The Organization capitalizes property and equipment over \$1,000. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as contributions without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as contributions with donor restrictions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service. The Organization reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. Property and equipment are depreciated using the straight line method over estimated useful lives ranging from five to thirty years.

Contributed Services – No amounts have been reflected in the financial statements for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization, but these services do not meet the criteria for recognition as contributed services.

Contributions – Contributions received are recorded as without donor restrictions or with donor restrictions depending on the existence or nature of any donor restrictions.

Income Taxes – The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(13) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation.

The Organization's Forms 990, *Return of Organization Exempt from Income Tax*, for the years ending 2019, 2018, and 2017 are subject to examination by the IRS, generally for three years after they were filed.

Estimates - The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, the Organization's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. The Organization's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

ROCKLAND CEMETERY, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019

Concentrations of Risk – Financial instruments that potentially subject the Organization to off balance sheet credit risk include cash and cash equivalents on deposit with financial institutions which were insured for up to \$250,000 by the U.S. Federal Deposit Insurance Corporation. At various times throughout the year ending December 31, 2019, the Organization’s balance in its accounts has exceeded these federally insured limits.

Accounts Receivable

Accounts receivable are primarily unsecured non-interest-bearing amounts due. Management believes that all outstanding accounts receivable are collectible in full, therefore no allowance for uncollectible receivables has been provided.

Classification of Transactions

All revenues and net gains are reported as increases in net assets without donor restrictions in the statement of activities unless the donor specified the use of the related resources for a particular purpose or in a future period. All expenses and net losses are reported as decreases in net assets without donor restrictions.

Expense Allocation

Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. Management and general expenses include those expenses that are not directly identifiable with any other specific function to provide for the overall support and direction of the Organization.

NOTE B – INVESTMENTS

The portfolio of investments is carried at their fair market value. For donated investments, cost is determined to be fair market value at the date of gift.

Market values and net unrealized gains and losses pertaining to the investment portfolio as of December 31, 2019 are as follows:

Fixed Income	\$ 1,351,634
Equities	<u>1,391,698</u>
Total	<u>\$ 2,743,332</u>

Investment Income	\$ 82,421
Realized Gain/(Loss)	\$ (12,761)
Unrealized Gain/(Loss)	\$ 284,071

ROCKLAND CEMETERY, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE C – FAIR VALUE MEASUREMENTS

The Fair Value Measurements and Disclosure topic of the FASB Accounting Standards Codification establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority, Level 2 inputs consist of observable inputs other than quoted prices for identical assets, and Level 3 inputs have the lowest priority. The Organization uses appropriate valuation techniques based on the available inputs to measure the fair value of its investments. When available, the Organization measures fair value using Level 1 inputs because they generally provide the most reliable evidence of fair value. Level 3 inputs would be used only when Level 1 or Level 2 inputs were not available.

The Organization’s investments are reported at fair value in the accompanying statement of financial position at December 31, 2019.

<u>Financial Assets:</u>	<u>Fair Value</u>	<u>Quoted Market Prices (Level 1)</u>
Investments, at fair value:		
Fixed Income	\$ 1,351,634	\$ 1,351,634
Equities	\$ 1,391,698	\$ 1,391,698

The following methods and assumptions were used to estimate the fair value for each class of financial investment measured at fair value.

Fixed Income

Investments in certain fixed income securities represent investments in debt securities. These investments are classified as Level 1 as they are traded in an active market for which daily closing prices are available

Equities, Non-U.S. Real Estate Equity, and Debt Securities

Investments in equities, non-U.S. real estate equities and debt securities consist of domestic and international equities. These investments are classified as Level 1 as they are traded in an active market for which daily closing prices, measured primarily on a net asset value basis, are available.

ROCKLAND CEMETERY, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2019

NOTE D - LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of December 31, 2019 are:

Financial Assets:	
Cash and Cash Equivalents	\$ 793,224
Investments	2,743,332
Prepaid expenses	<u>7,159</u>
 Total Financial Assets	 \$ 3,543,715

NOTE E – CEMETERY LANDS

As of December 31, 2019, the Organization reported the following accounting for their land.

Developed Land Sold – 37 acres
Developed Land Unsold – 20 acres
Undeveloped Land – 100 acres
Total Land – 157 acres

NOTE F – SUBSEQUENT EVENTS

The Organization has evaluated events and transactions that occurred through May 11, 2020, which is the date the financial statements were available to be issued, for possible disclosure and recognition in the financial statements. No subsequent events were noted by the Organization.

EXHIBIT 3

Rockland Cemetery
Asbestos Abatement/Demolition
241 Kings Highway, Sparkill, NY 10976

	Fee	Add Alternate	Total
Asbestos Abatement	\$29,375.00	\$3,125	\$32,500
Demolition Bid	\$26,090.00	\$2,200	\$28,290
Permits	\$1,800.00	\$180	\$1,980
Communicate with Rockland Cemetery County Health Dept. on Septic Systems if necessary	\$850.00	\$80	\$930
Coordinate with town/county/state offices when needed	\$1,000.00	\$100	\$1,100
Waste Disposal(Including all contents of buildings)	\$28,000.00	\$3,000	\$31,000
Soil Removal	\$0.00	\$0	
Roofing Materials Removal	\$4,800.00	\$500	\$5,300
Removal of Contents	\$1,200.00	\$150	\$1,350
Remove Foundation	\$5,100.00	\$500	\$5,600
Disconnect Utility Services	\$1,200.00	\$100	\$1,300
Remove Underground Utility Lines	\$1,800.00	\$200	\$2,000
Remove Drywell in Work Area	\$600.00	\$100	\$700
Septic Removal	\$3,500.00	\$300	\$3,800
Septic Pipe Removal	\$5,000.00	\$500	\$5,500
Cap Sewer Lines	\$800.00	\$150	\$950
Remove Foundation Debris Material	\$6,500.00		\$6,500
Fill, compact, level, seed with straw, bringing in extra topsoil where needed	\$2,100.00	\$200	\$2,300
Silt Fencing Included	\$300.00	\$50	\$350
Provide all Equipment, machinery, vehicles, tools necessary	included		
Certificate of Liability Insurance Naming Rockland Cemetery Certificate Holder - Amount?	\$2,000,000.00		
Labor / Material	included		
Total:	\$120,015	\$11,435	\$131,450

EXHIBIT B



July 22, 2020

Lewis Polishook
New York State
Department of State
Division of Cemeteries
One Commerce Plaza
99 Washington Avenue
Albany, NY 12231-0001

Mr. Polishook,

Rockland Cemetery purchased The Art Students League of New York, 241 Kings Highway on 2/10/2020. This purchase enabled Rockland Cemetery to add to its vast amount of property and expand upon its ability to keep the cemetery going for many, many years. This purchase gives Rockland Cemetery the ability to add graves, columbariums and moseleums as needed. Rockland Cemetery's Board of Directors voted unanimously on 2/20/2020 to demolish 6 buildings on the property, remove all debris. Per the attached report, 2 of the buildings have asbestos. Rockland Cemetery has received 8 proposals for the asbestos abatement, demolition or both with the highest being approxiamtely \$128,500.

These buildings are very old and hold no value for Rockland Cemetery. The cost to maintain these buildings would be high given the fact that we would need to insure them, have an adequate fire sprinkler system, heat, water, electric, etc. The property would be better used for burials in the future, generating income.

Per 19 NYCRR Section 201.16, Rockland Cemetery is requesting to complete the asbestos abatement as well as demolition and clean-up of all buildings.

Report:

1. This abatement/demolition will not have any adverse impact on the adjacent community, the lots or the lot owners of the cemetery. No damage, modification or interference with existing graves, markers, roadways and patherways will take place. The buildings are set back on the property with foliage in front of the them. There will not be any dumping, trenching, dredging, removal of soil, flooding or draining or paving. Existing roads, walkways and stairs will be left as is.

2. Location: 241 Kings Highway, Sparill, New York: Asbestos Abatement will take approximately 8 weeks to complete. Demolition and clean-up will take approximately 8 weeks to complete.
3. Rockland Cemetery has funds available to cover this project.
4. This project will not interfere with the lots or the interests of the lot owners.
5. The alteration will provide future burial space for Rockland Cemetery.
6. The alteration will not have any adverse impact on the surrounding community. Rockland Cemetery is cleaning up the property, making it aethically pleasuring.
7. The alteration will have no affect on the public health, safety, environment or natural resources. All necessary permits will submitted, all town, county, state and federal rules and guidelines will be followed.
8. Rockland Cemetery will take all measures necessary to protect the community, environment and natural resources.

Approvals and Permits: All approvals and premits will be handled by the contactor and will be obtained before work starts. Rockland Cemetery will need State approval for the asbestos abatement and Rockland County approval for the demolition. Rockland Cemetery will over-see the approvals and permits, making sure they are handled according to state and local government. All members of the Rockland Cemetery Board of Directors has approved the abatement and demolition.

Certification:

Rockland Cemetery is demolishing buildings, using fully insured contractors with many years of experience. An engineer is not needed since buildings are being demolished.

Attached, please find Board Member approval, a Four-Year comparison of income and expenses and fund balances, a copy of our most recent Annual Report, top-level compensation and a copy of our Conflict of Interest Policy for all Board Members.

Regards,

Mary Gabalski

Mary Gabalski
Office Administrator
Rockland Cemetery

EXHIBIT C

Stable + Building
Apartment Keeping
Built 2010

Kiln Demolished
Being

Metal Building
Being Demolished



Small Shed
Being Demolished

Old Barn
Circa 1920
Being Demolished

Old Main House
Circa 1890
Being Demolished

EXHIBIT D



SPECIAL BOARD MEETING MINUTES

SPECIAL BOARD MEETING OF THE BOARD OF TRUSTEES ON THURSDAY, FEBRUARY 20, 2020 at 10:30 AM VIA TELECONFERENCE.

THE FOLLOWING TRUSTEES PARTICIPATED:

James J. Dean, Michael Yannazone, Timothy Temple, Kevin O'Malley, Faith Artrip, Richard Ramsay.

JAMES DEAN CALLED THE MEETING TO ORDER AT 10:30 am, seconded by Mike Yannazone.

The Board Members discussed the buildings at 241 Kings Highway, Sparkill, New York that were purchased on February 10, 2020. Mike Yannazone stated there is a certain liability if we keep all the structures. It would be very expensive to restore the buildings and we have no need for them.

Mike Yannazone made a motion to keep the dorm building since it is rather new, demolish the other 5 buildings, the kiln and 2 small out houses on the property. He motioned to keep the generators. Tim Temple seconded Mike's motions.

Mike asked Mary to contact Panco to take the propane tanks we do not need and see if we can get a credit for the propane in the tanks. Mary will report back to the Board once she has information from Panco.

Meeting adjourned by Jim Dean at 11:20 am, seconded by Kevin O'Malley.

EXHIBIT E

EXHIBIT F

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1 a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) <u>TIM TEMPLE</u> Treasurer	3 0	X						5,200.	0.	0.
(2) <u>JAMES DEAN</u> President	3 0	X						5,200.	0.	0.
(3) <u>KEVIN O'MALLEY</u> Secretary	3 0	X						5,200.	0.	0.
(4) <u>MIKE YANNAZONE</u> Trustee	3 0	X						2,800.	0.	0.
(5) <u>SUREN KILERCIYAN</u> Vice President	3 0	X						2,200.	0.	0.
(6) <u>RICHARD RAMSAY</u> Trustee	3 0	X						300.	0.	0.
(7) -----										
(8) -----										
(9) -----										
(10) -----										
(11) -----										
(12) -----										
(13) -----										
(14) -----										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(15) -----									
(16) -----									
(17) -----									
(18) -----									
(19) -----									
(20) -----									
(21) -----									
(22) -----									
(23) -----									
(24) -----									
(25) -----									

1 b Subtotal	20,900.	0.	0.
c Total from continuation sheets to Part VII, Section A	0.	0.	0.
d Total (add lines 1b and 1c)	20,900.	0.	0.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **▶ 0**

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **▶ 0**