

**Minutes of Meeting  
VIRGINIA CEMETERY BOARD  
INFORMAL FACT-FINDING CONFERENCES  
December 2, 2008 (1:00 P.M.)**

The Virginia Cemetery Board convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Randy Minter, Board Designee presided. No Board Members were present.

Doug Schroder appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the summaries or Consent Orders are attached unless no decision was made.

Disc=Disciplinary Case  
Lic=Licensing Application

C=Complainant/Claimant  
A=Applicant  
R=Respondent/Regulant  
CA=Compliance Agent  
Inv=Investigator  
W=Witness  
Atty=Attorney

**Participants**

1. Rosewell Memorial Garden.  
File Number 2008-04412 (Disc.)  
(NO DECISION MADE)

David Bristow - R  
Herbert Stanley - W

The meeting adjourned at 2:10 PM.

Virginia Cemetery Board



Kenneth R. Bell, Chairman



Jay DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Randy Minter
2. Title: Presiding Officer
3. Agency: Cemetery Board
4. Transaction: Informal Fact-Finding Conferences on December 2, 2008
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Randy V. Minter  
Signature

Dec. 2, 2008  
Date