

**PIONEERS' CEMETERY ASSOCIATION**  
**BOARD OF DIRECTOR'S MEETING MINUTES**  
**SMURTHWAITE HOUSE/WEBEX**  
*Thursday, February 1, 2024*

**PCA Board Members present:**

**Smurthwaite House**

Patty Gault, President  
Ed Dobbins, Historian  
Sterling Foster  
Debe Branning  
Kim Kasper  
Donna Carr  
Mark Lamm  
Vicki Galli

**PCA Advisory Board Members present:**

**PCA Advisory Board Members absent:**

Marshall Shore  
Ryan Vander Ark  
Margy Parisella  
Judy Smith

**PCA Members present:**

**Smurthwaite House**

Denise Foster  
Vivia Strang

**PCA Board Members absent:**

Cindy Lee  
Val Wilson

**Webex**  
Jen Merry

**Webex**  
Pamela Stewart

**Webex**  
Lezlee Alexander

**Discussion/Action**

**Call to order:** President Patty Gault called the meeting to order at 10:00 a.m.

**Approval of January 4, 2024 Minutes:** Minutes accepted as presented to the Board.

**Treasurers Report:** Kim Kasper gave the treasurer's report:

as of January 1<sup>st</sup> - Beginning Balance - \$29,128.13

as of January 25<sup>th</sup> - Ending Balance - \$30,553.90

Val asked that the board be notified that she has filed the 990N IRS tax return for 2023.

**OLD BUSINESS**

**3 Year Plan Review**

All members received a copy of the updated 3 Year Historic Cemeteries Improvement Plans to review. Patty stated we progress it forward every year to reflect the few changes. The items highlighted on the review are the priorities. Mark commented about his disappointment of the allocation of the bond funds, i.e., \$64 mil. for Parks and we weren't included. We need to tap into that too. Patty asked that members speak up if they see necessities that should be added to the plan.

## **UPDATE ON THE LETTER TO THE CITY**

Patty and Cindy met with Joe Diaz on 1/24/24. He stated that the letter has obviously made a big impact and somehow, they pulled a million dollars out of their hat. The city will be "allocating" a million dollars next fiscal year for specific repairs that include window repair, cedar siding, porch repairs and fencing. Talks about more specific items will occur in July. The process may be somewhat slowed because the Streets Department is handling projects. Someone from Parks will be assigned to help hurry it along. Patty stated that if the "money disappears, we will let the dogs out and alert the public". Joe said he is 99% sure this will happen.

## **SOTELO HEARD**

Mark stated that the Collective is having their annual meeting this upcoming Saturday. Tim Diaz will make a presentation. Mark was contacted by South Mountain Community College and they would like to provide community support.

## **JACOB WALTZ UPDATE**

Another \$150. donation was received this week. Sterling said he "can't express how good it looks". The committee is making plans to do some rock replacements, to replace small river rocks with larger rocks. Sterling stated it's very important that we have continued weed control, trimming and trash pickup. We also should bury the small mortuary markers possibly with bricks on top that provides the marker information or glue the actual marker to the brick.

## **HISTORIAN REPORT**

Ed Dobbins did a great job and is making a few edits. Patty plans to work with Ed and some past PCA historians to create a format/template so the report will stay consistent in the future.

## **EVENTS**

Debe reported that Valentine Card Making fundraiser/Open House on 1/27/24 was a success. Throughout the day there were 30 visitors, 6 volunteers, 2 T-shirts sold, 5 membership renewals and \$35.00 raised from the sale of special baked goods made by Conservator/Master Baker, Joe Feranini. The total raised was \$342.00.

## **NEW BUSINESS**

### **Committee Reports**

#### **MEMBERSHIP**

Patty read from Lezlee's report stating we currently have a current total of 64 memberships. There are 5 board members that still need to pay their dues and they have been notified.

#### **MEMORIAL MARKERS**

Patty and Cindy are researching a different brick/marker design that would be easier to install. They are talking with a bench maker about a "precast" design that would be an engraved paver. They are awaiting a cost estimate and the committee will have discussions. There are still markers that have been ordered that need to be placed. Ed asked what is the goal for the MM program, is it to place a marker on every grave? Donna advised that we should have markers for the individuals that we have produced bios for and any other requests from family's, groups, etc.

#### **UPCOMING EVENTS**

February 24th's Open House will include Spirits of the West  
March, 2024 City of Phoenix History Month

- PCA plans to place additional bios and information pertaining to our tenants on our website, Facebook and the blog
- Donna is working on some Irish bios for the month of March
- March is also Women's History Month

March 2<sup>nd</sup> DAR Cleanup, Patty is looking for monitor assistance

Possibly March, 2024 City Appreciation Lunch, Patty and Cindy are discussing

May 27<sup>th</sup>, Memorial Day, announce to organizations that they are welcome to visit and participate in a "non-structured" event and possibly have a bugler present at a certain time to play Taps. An Open House with flags and refreshments. Visitors dressed in period dress are welcome to attend.

### **QUARTERLY REPORT**

The report was distributed with the meeting reports. The city uses \$31.00 per hour for the value of a volunteer hour.

### **FOOD TRUCKS ON MADISON**

Food trucks have been serving food the last 2 Saturdays we had events and they were blocking our entrances. Patty and Ed had a discussion with the "activist" present and they did agree to not block our driveways and clean up litter. They were advised the city has removed the PortaPotties from the area which causes a bathroom problem. Patty is going to contact the Community Action Officer to discuss.

### **OPERATIONAL DUE DATES**

The list was distributed with the meeting reports. It indicates important dates that we should be aware of. They are necessary for us to operate as a business.

### **VOLUNTEER HOURS**

Please send your volunteer hours total for January, 2024 to Denise.

Newsletter submissions should be sent to Val by 2/25/2024.

**March Members Meeting will be on 3/7/2024, 10:00**

Meeting Adjourned at 10:42

**City of Phoenix Parks & Recs meeting will be on 2/8/2024, 9:30**

Respectfully submitted by Kim Kasper

Happy Birthday month to Denise Foster, Interim Secretary