

**PIONEERS' CEMETERY ASSOCIATION**  
**BOARD OF DIRECTOR'S MEETING MINUTES**  
**SMURTHWAITE HOUSE/WEBEX**  
*Thursday, March 3, 2022*

**PCA Board Members present:**

Smurthwaite House

Patty Gault, President

Donna Carr

Margy Parisella

WebEx

Debe Branning

Mark Lamm

Cindy Lee

Jenn Merry

Ileen Snoddy

**PCA Board Members absent:**

Marie Fenske – excused

Sterling Foster – excused

Sally Pavia -- excused

Val Wilson – excused

**PCA Advisory Board Members present:**

Smurthwaite House

Kim Kasper

WebEx

Lance Gray

**PCA Advisory Board Members absent:**

Ryan Vander Ark

Frank Barrios

Marshall Shore

Judy Smith

**PCA Members present:**

WebEx

Lezlee Alexander

**Discussion/Action**

- **Call to order:** President Patty Gault called the meeting to order at 10:01 a.m.
- **Approval of February 2022 Minutes:** President Patty Gault
  - a. Minutes accepted as submitted
- **Treasurers Report:** Kim Kasper reporting for Val Wilson
  - a. Beginning Balance -- \$30,722.90
  - b. Ending Balance -- \$21,765.99
  - c. Surplus -- \$4,849.84

**OLD BUSINESS**

- **Operating Agreement:** Patty Gault
  - a. Agreement signed with the City of Phoenix
  - b. Renewed for five (5) years
  - c. One (1) Amendment – Status Quo of 5 years
- **Memorial Day Activities:** Patty Gault
  - a. Patty is coordinating with Sterling Foster
    - Low key event

- b. Email sent to past participants if they would like to participate in 2022
  - c. Let Sterling/Patty know of any additional ideas
  - d. Setting up flags
    - Masons said they would put out flags
- **D.A.R. Grant:** Patty Gault
  - a. Conclusion Report is being prepared to submit to collect the remaining funds from the grant
- **Fire Alarm:** Patty Gault
  - a. Panel will be placed on to the north of the stove in the kitchen – stove will need to be moved just a bit
  - b. Side table under the kitchen window will need to be moved out of the space
    - Discussion: Look for another location within the City of Phoenix for placement and deaccession the piece once a home is found for it
  - c. Installation to begin September 2022
  - d. Conduit will come through the floor
  - e. Ceiling alarms will be replaced
  - f. Ruth Spears (City of Phoenix) indicated all holes will be patched/painted
- **DAR Tree Planting:** Patty Gault
  - a. **Tree is in the container and is being watered by hand**
  - b. City of Phoenix Archaeologist, Laurene Montero will assess the proposed planting site to make insure there is no impact to possible cultural sites
- **Memorial Marker Update:** Patty Gault
  - a. Sterling Foster will receive all orders for the markers including Cenotaph and D.A.R.
- **Grave Marker Preservation:** Cindy Lee
  - a. 47 markers were worked on
    - 19 hours were spent on a few markers
  - b. 3 vaults were lime washed
  - c. 6 new Military markers were installed
  - d. 20 pieces stored in the mausoleum were returned to grave sites
  - e. Mark Lamm acknowledged the hard work of the volunteers working on the Grave Marker Preservation Project and commended the amount of work that is undertaken throughout the year
- **Events:** Patty Gault
  - a. March 12 -- D.A.R. Chapter coming to clean cemetery
  - b. March 19 – Eagle Scout Project set to begin
    - Refurbishing all the benches
  - c. March 26 – Art Walk
    - Flyer complete
    - Lezlee Alexander will be sending an email blast and will be included in the PCA newsletter
  - d. March 23 – Quarterly meeting with Joe Diaz (City of Phoenix)
    - Send any questions to Patty as she is compiling for her discussion with Joe Diaz
      - Mark Lamm requested information on the status of the Sotello/Heard property
- **Membership:** Cindy Lee
  - a. Renewals have been looking good
  - b. Open Houses have been brining in people who are becoming members

- **Nominating Committee:** Patty Gault
  - a. Nominating Committee needs to be approved by the PCA Board
  - b. Need to begin the process
- **Social Media:** Jenn Merry
  - a. Has a meeting with a volunteer who is interested in working on PCA social media presence on Facebook and Instagram
  - b. IT Committee will meet and discuss needs
  - c. Kim Kasper commented that DR. Donna Reiner might be interested in assisting with the PCA blog
    - Discussion: Lezlee Alexander stated that the PCA blog is overseen by Val Wilson and is her property- PCA would need to create a blog and link it to the PCA website. Jenn Merry commented that perhaps the biographies that Donna Carr works on might be nice addition to a blog

Submit Volunteer Hours to Denise Foster

**Meeting adjourned at 10:33 am**

Respectfully Submitted

Ileen Snoddy, PCA Secretary