

**PIONEERS' CEMETERY ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
SMURTHWAITE HOUSE/WEBEX**

Thursday, May 6, 2021

PCA Board Members present:

Smurthwaite House

Patty Gault, President

Donna Carr

Marie Fenske

Mark Lamm

Margy Parisella, Historian

WebEx

Debe Branning

Cindy Lee, Vice President

Jenn Merry

Ileen Snoddy, Secretary

Val Wilson, Treasurer

PCA Board Members absent:

Sterling Foster—excused

Sally Pavia—absent

PCA Advisory Board Members present:

Smurthwaite House

Kim Kasper

PCA Advisory Board Members absent:

Marshall Shore

Frank Barrios

Judy Smith

Ryan Vander Ark

Lance Gray

PCA Members present:

Smurthwaite House

Vivia Strang

WebEx

Lezlee Alexander

Discussion/Action

- **Call to order:** President Patty Gault called the meeting to order at 10:02 a.m.
- **Approval of April 2021 Minutes:** President Patty Gault
Minutes accepted as submitted
- **Treasurers Report:** Val Wilson
 - a. Full report submitted to Board/Advisory
 - b. Balance
 - i. Beginning: \$29,331.77
 - ii. Ending: \$30,456.46
 - iii. Surplus: \$ 5,488.48
 - c. Donations from AZ Gives day: \$138.88
 - d. Several donations for: Jacob Waltz Project; Cenotaph Brick Program; Grave Marker Preservation
 - e. Renewals for subscriptions: BackBlaze; Newspapers.com

OLD BUSINESS

- **Sotello/Heard Cemetery:** Mark Lamm
 - a. Chicanos Por la Causa (CPLC) has a charter school adjacent to property/cemetery and has agreed to assist with the care of the property
 - b. Continued outreach to City of Phoenix and Councilman Carlos Garcia's office for support of the cemetery
- **AZ Gives:** Margy Parisella
 - a. Heavy with fees
 - b. PCA Board will reevaluate for participation for next year
- **PCA Board Survey:** Cindy Lee
 - a. Survey for PCA board members
 - b. Long term/short term goals
 - c. Will resend this summer to PCA board members
- **PCA Video Project:** Cindy Lee
 - a. Concept/planning will continue over the summer
 - b. Once concept developed—possibility of writing for grants to help fund
- **Buffalo Soldiers Plaque**
 - a. Will be installed soon
 - b. City of Phoenix Parks and Recreation will determine if there will be a dedication ceremony
 - i. CoP will decide date; time; attendance according to COVID updates

COMMITTEE REPORTS

- **Communications/Technical:** Jenn Merry
 - a. PCA will need to be updating the computer soon
 - b. Needed subscriptions have been renewed
- **Facilities:** Mark Lamm
 - a. Cenotaph markers are coming in and will be installed
 - b. Trash receptacles have been relocated on the grounds
 - c. Memorial Markers
 - i. Current company has gone out of business
 - ii. **Discussion**
 - Polar Engraving as new vendor
 - Sizes: 8X8 or 12X12
 - Must order in quantities of 5+
 - iii. Motion by Margy Parisella that PCA use bricks from Polar engraving in sizes 8X8 or 12X12 for Memorial Marker Program.
 - iv. Amended after notion to include pricing for 8X8 brick at \$45 per brick and 12X12 at \$75 per brick. Seconded by Jenn Merry
 - v. Motion carried
- **Membership:** Cindy Lee
 - a. Currently 80 memberships
 - b. 45 recovery letters sent requesting renewal of membership—2018; 2019; 2020
 - c. Please hold onto returned correspondence so that records may be updated
 - d. September—membership drive begins

- e. December—thank you for being a member
- **Quarterly Report:** Patty Gault
 - a. Sent to Lance Gray at the City of Phoenix

NEW BUSINESS

- **Master Plan:** Patty Gault
 - a. Summer Planning Updates
 - i. Operating Agreement with City of Phoenix—Mark Lamm opened the dialogue
 - Need to be proactive with PCA initiating updates
 - ii. Overall Master Plan needs to be reviewed
- **Grant Extension:** Cindy Lee
 - a. DAR has extended the grant deadline
- **Property Update:** Patty Gault
 - a. Issue of people on the PC grounds when PCA not holding events/meetings/tours
 - i. Authority to arrest on file
 - b. Memorial Day
 - i. PCA has been contacted by several veteran groups if grounds will be open
 - ii. Grounds will be open from 9am-12 noon with safety protocols in place
- **Fundraising/Open House:** Cindy Lee
 - a. “Bee-autiful Flowers”/ Scavenger Hunt and Grave Marker Symbolism Art
 - i. 15 guests: PCA Members: 2; PCA Friend/Family List: 8; New Visitor: 5
(Received information by Face Book. One attended with friend)
 - ii. Total income from Open House--\$182.91
 - iii. Total donated earnings--\$1,813.34
 - b. Make a Brooch for Mother’s Day
 - i. Fundraiser for Grave Marker Preservation
 - ii. Evaluation Survey results from attendees were very complimentary
 - iii. Total income earned--\$430.00
 - c. Please send Cindy ideas for themes for future fundraising/open houses
- **Wrap-Up**
 - a. Reminder to submit April volunteer hours
 - b. PCA Board meeting will be held June 3rd
 - a. Summer PCA Board meetings will be determined at June meeting

Meeting adjourned at 10:42 a.m.

Respectfully Submitted

Ileen Snoddy, PCA Secretary