

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

*Thursday, January 6, 2022*

**PCA Board Members present:**

Smurthwaite House

Patty Gault, President

Debe Branning

Donna Carr

Sterling Foster

Mark Lamm

Cindy Lee

Phone (WebEx not functioning)

Jenn Merry

Ileen Snoddy

Val Wilson

**PCA Board Members absent:**

Margy Parisella -- excused

Marie Fenske -- excused

Sally Pavia -- excused

**PCA Advisory Board Members present:**

Smurthwaite House

Kim Kasper

Judy Smith

**PCA Advisory Board Members absent:**

Ryan Vander Ark

Frank Barrios

Marshall Shore

Lance Gray

**PCA Members present:**

Smurthwaite House

Denise Foster

**Discussion/Action**

- **Call to order:** President Patty Gault called the meeting to order at 10:07 a.m.
- **Approval of December 2021 Minutes:** President Patty Gault
  - a. Minutes accepted as submitted
- **Treasurers Report:** Val Wilson
  - a. Beginning Balance -- \$32,695.91
  - b. Ending Balance -- \$32,103.94
  - c. Surplus -- \$8,268.13

**OLD BUSINESS**

- **Sotello/Heard Cemetery Project:** Mark Lamm
  - a. Meeting with Joe Diaz this week for an update on the property
  - b. Environmental Impact Study is needed for the property
- **Upcoming Events/Event Calendar:** Patty Gault

- a. CPR Class removed from Events Calendar – may possibly be added at another time
  - b. Art Walk: Val Wilson
    - Saturday, March 26
      - Same day and time as the PCA Open House (10:00 am – 2:00 pm)
      - Planning Stage right now
      - Publicity will be coordinated by Val in the form of a press releases sent out in February and then again 1 week before the event
      - Art Walk Committee is hard at work planning and coordinating
    - All in agreement this is an inaugural event and should occur
  - c. Holiday/Volunteer/Membership Party: Cindy Lee
    - Held on Saturday December 4, 2021
      - Recap of event sent in Board Packet
        - Need better PR for attendance
        - Possibly move to a November date
        - Need more Board Members to attend and help with the event
      - Four (4) new memberships gained from the event
  - d. Memorial Day Event: Patty Gault
    - Form a committee to begin planning
    - Patty will reach out to Lance Gray to inquire about any foreseen restrictions
    - If anyone interested in helping contact Patty
- **Jacob Waltz Committee:** Mark Lamm
    - a. Committee work is currently on hold

## NEW BUSINESS

- **Technical Committee:** Jenn Merry
  - a. Laptop and Computer Tower have been purchased
  - b. Current software will be used for now
  - c. Val will set up the laptop and tower
- **Membership:** Cindy Lee
  - a. Renewals are coming in
- **Memorial Markers:** Sterling Foster
  - a. Markers will be sent to Sterling's home (12"X12" markers)
  - b. Will ask the City of Phoenix to provide the cement
  - c. Mark Lamm asked about the placement of the names for the Cenotaph in the cemetery. He will work out and bring a proposed location to the board
- **Preservation:** Cindy Lee
  - a. Volunteer preservation work to date if had to put a dollar amount would be \$310,000
  - b. During COVID year preservation work continued with safety measures in place

- c. AZ Humanities Council grant has been completed
- d. D.A.R. grant will be completed in March 2022 when conservator Joe Ferrannini is on site
- **Upcoming:**
  - a. Docent Training: Val
    - Virtual and then on-site training during February Open House
  - b. Grave Marker Preservation: Cindy Lee
    - February 5 grave marker preservation begins
    - Hats and High Tea Fundraiser for Grave Marker Preservation will take place February 26
      - Vicki Galley has become a member and will join this committee
      - Planning on 50-60 guests
      - 4 people per table
        - Will need to rent some additional tables
      - Need volunteers to serve
      - Will refund if event is cancelled
  - c. Eagle Scout Project: Sterling Foster
    - Project will consist of refurbishing the 12-15 wooden benches
  - d. Financial Record Review: Patty Gault
    - Patty asked for volunteers to meet with Val and review all financials from 2021 to ensure all is in order. Cindy and Denise volunteered.
  - e. Military Markers: Patty Gault
    - David Jackson has researched and submitted to VA
      - 7 names from the Civil War
        - 6 were approved
        - 1 additional information was requested
  - f. Insurance: Patty Gault
    - PCA insurance covers GMMP work at Greenwood Cemetery

Reminder to submit VOLUNTEER HOURS to Denise Foster

- **PCA Board moved into Executive Session:** Patty Gault
  - **Motion:** Motion by Sterling Foster to move into PCA Executive Session, seconded by Debe Branning
    - **Motion carried**
- **PCA Board return from Executive Session:** Patty Gault
  - **Motion:** Motion by Sterling Foster to accept recommendation, seconded by Donna Carr
    - **Motion carried**

**Meeting Adjourned: 11:32 a.m.**

Respectfully Submitted

Ileen Snoddy, PCA Secretary