

PCA Board of Directors Meeting Agenda

Thursday, October 1st, 2020 at 10 a.m. through both WebEx.com and at the Smurthwaite House.

1. Call to Order.

2. Approval of the September 3rd, 2020 Board of Directors Meeting Minutes- Judy Smith. The BOD Meeting Minutes changes should be sent to the PCA Secretary at least five days before the next BOD Monthly Meeting.

3. President's Report.

- a. Access to Smurthwaite House.
- b. Future ways to communicate virtually from homes/ or onsite for Board and Committee meetings with training.
- c. COVID -19 Updates -PCA Event forms will need to be approved by PCA Board until further notice due to COVID - 19.
- d. Monthly Cleaning of Smurthwaite House on third or fourth Thursdays on a regular basis.

4. Treasurer's Report-Lezlee Alexander, Treasurer.

5. PCA Board of Director's Action items: To be discussed and/ or approved.

Phase III - Fall/September 2020 - Open to public by appointment or walk - ins on a limited basis, cemetery tours by appointment with limited numbers.

Phase IV – October 2020 - (TBD) - Open for workshops, Open Houses, GMPP Grave Marker work, limited special events with check lists developed for each.

- a. PCA Bylaws Update/Discussion - Patty Gault
- b. Nominating Committee Update.
- c. Jacob Waltz fundraising on internet. (Action)

6. Old Business-Follow - up PCA Committee Updates on items previously approved or discussed by the Board.

- a. PCA Teams and Committees 2020 List
 - b. PCA - Arizona Humanities (PCA did not receive a grant this year)/ DAR Arizona Humanities, videos, brochures etc. Grant status/approval - Cindy Lee and Patty Gault.
 - c. Living History Research and Library - Donna Carr.
 - d. PCA Membership /Web/Facebook/Social Media/Gift Shop/IT - (upgrades) Lezlee Alexander and Patty Gault.
 - e. Antiques/ Donations/Smurthwaite House interior/ Define accession and deaccession for PCA - Judy Smith/Kim Kasper.
 - f. Memorial Marker Program Update - Patty Gault
 - g. Facilities/Sotelo - Heard Cemetery - Mark Lamm.
- H The R.I.P. Newsletter Status - Due Dates: When do we resume? Deadline Due date of late October for November / December 2020 Newsletter/2021? - Donna Carr.
- j. IGA for cemetery maintenance at historic cemeteries status, on hold due to COVID -19.

7. New Business Action Items.

- a. Updating of PCA Operating Agreement with the City of Phoenix Parks and Recreation Department.
- b. Establish fall/winter project installation dates for: 47 Chinese Circle Memorial Bricks - large boulder and plaque, and new bricks, placement of November 2019 Chinese brick, 11 Memorial Markers and placement of 26 Cenotaph bricks in the Memorial Walkway location.
- c. Wednesday, October 14th at 6 p.m. City of Phoenix Parks and Recreation - Downtown Division Virtual tour/game for youth from Smurthwaite House.

8. Maintenance Project Updates: mobile -mini termite treatment, CIP projects status, selection and delivery of large boulders for PCA projects including the Jacob Waltz, Chinese Circle, and Freddie Tovrea projects, and scheduling installation of Memorial Markers in the future.

9. Call to Public -The Board will hear considerations and brief discussion of relevant comments on the agenda items from the public. Each presentation will be limited in time and action taken as a result of public comment will be limited to re-scheduling the matter for further discussion later time.

10. Other Business.

11. Arizona Trivia.

12. Adjournment.

Next Board of Directors Meeting: Annual/Biennial Elections Thursday, November 5th 10 a.m. Virtually or at the Smurthwaite House/food??

2020 Future Meetings:

1. PCA /City of Phoenix Parks Maintenance Meeting Thursday, October 8 at 9:30 a.m. at the Smurthwaite House.

2020 Future Meetings:

2. PCA/City of Phoenix Parks Maintenance Meeting: Thursday, November 12, 9:30 a.m. at Smurthwaite House.

3. Thursday, December 3 PCA Board of Directors Meeting 10 a.m. Virtually and at Smurthwaite House.

4. PCA/ City of Phoenix Parks Maintenance Meeting: Thursday, December 10 at 9:30 a.m. the Smurthwaite House.

5. Saturday December 12th - Combined PCA Grave Marker Preservation activity and PCA Holiday Open House Drop - In at the Smurthwaite House from 10a.m. - 3 p.m.?

Thanks for everyone's efforts.