

PIONEERS' CEMETERY ASSOCIATION  
BOARD OF DIRECTOR'S MEETING MINUTES  
SMURTHWAITE HOUSE  
October 4, 2018  
DRAFT

**PCA Board Members present:**

Vivia Strang, President	Andrea Binder, Historian
Mark Lamm, Vice President	Lezlee Alexander
Judy Smith, Secretary	Donna Carr
Debe Branning, Treasurer	Jason O'Neil

**PCA Advisory Board Members present:**

Cindy Lee

**PCA Members present:**

Kim Kasper

**Discussion/Action**

1. **Call to order.** President Vivia Strang called the meeting to order at 9:30 a.m.
2. **Approval of Minutes.** Lezlee Alexander moved, Mark Lamm seconded, that the minutes of the September 6, 2018 Board of Director's meeting be approved. Motion carried.
3. **Treasurer's Report.** Debe Branning reported the checking account balance as of October 1, 2018 is \$25,842.97.

**4. OLD BUSINESS**

**a. Grave Marker Preservation Project update and Doll Painting Event – Cindy Lee, Chair**

Debe Branning reported that 31 attended the Dia De Los Muertos doll painting event for a total of \$950. Donations from Debe and Cindy amounted to \$743.32 with no request for reimbursements. Along with friends of the hosts, Vivia Strang donated 3 dolls, Lezlee Alexander donated snacks and Jason O'Neil did clean up.

**Grave Marker Preservation – Cindy Lee**

There is no firm date set for the Seminar, "Boots in the Dirt", most likely early February 2019. Budget is not firm yet due to variables such as how many will be attending, mailings, cost of printed material etc. Known costs are: \$700 per day for Joe Ferrannini, \$75 for use of library for 1 day of seminar, \$70 for water/ice/snacks, \$660 for 600 envelopes, \$9.50 per person for 1 day of food = \$161.50. \$924 for 50 books, less possible 17 for seminar, to sell in PCA Gift Shop for a total of \$5229. Charge \$85 per attendee to break even. Amount needed from PCA General Fund is \$3565.

**b. Living History Research Team – Donna Carr, Chair**

Donna Carr requested that in order to enhance PCA research, a six-month subscription to Ancestry World for \$149 and newspapers.com for \$74.90 for a total of \$225 be approved by the Board of Directors. Lezlee Alexander motioned and Andrea Binder seconded. Motion carried subscriptions to begin immediately. Donna has put together a list of 60 women buried in PMMP for ASU's Dr. Stewart's students to research. She will work from that list in preparing Biographical profiles this year.

**c. PCA Membership Team update** – Lezlee Alexander, Chair

New Member Renewal drive is in place for 2019 with one new member and one renewing member. New members joining this fall will enjoy the rest of 2018 as a member and members renewing before December will be entered the \$25 prize drawing. Members referring a new membership will enter into the drawing as well. Taking an individual membership to a family membership or a family to an organization membership can also include you. It is now possible to purchase memberships via the website with a small convenience fee. The next membership activity will be a potluck breakfast prior to the November annual meeting. A sign-up sheet will be posted on the fridge and by email for all frequent volunteers to refer to.

**d. Communications update** – Lezlee Alexander, Debe Branning – Facebook

Two email blasts sent to members and friends in September, one posted in the newsletter and one announcing the GMMP October training. Website updates have been ongoing. A few pages and renaming of a few tabs and work on consistency in branding for a focus on research, preservation, and education. The September newsletter and October agenda were posted. A *Central City South* article was submitted with emphasis on ort Fall season events. Fall events were posted on three local online event calendars. Thanks to Patti Gualt's assistance, a new printer has been installed. It is now connected to the main printer and can function as a stand alone copier, has photo printing capability and those with laptop or mobile devices can print from those devices within range of the printer. Debe Branning will put the October events on Facebook.

**e. Gift Shop update** – Lezlee Alexander

Square sales were for one book in the month of September. Judy Smith sold two books to her DAR chapter and a couple additional books were sold by cash to those at Smurthwaite House for tours or attending the doll fundraiser. There were no online sales in September.

**f. Facilities Team update**, Mark Lamm

The City of Phoenix monthly meeting is Thursday, October 11. The lighting on the Ave. of Flags needs to be checked for the October 27 Book signing event. Meeting to be scheduled with South Division to discuss CIP. There is a DOC workday on October 13 at 7am. City will provide porta john facilities. Judy Smith motioned to invite CASS to meet with PCA and City of Phoenix at the Smurthwaite House at earliest convenience to review flooding of cemeteries. PCA may move forward to file complaint with City of Phoenix pending meeting outcome. Mark Lamm seconded, motion carried. Meeting to be scheduled for October 11 or 18. Kim Kasper took pictures after the recent rains and water is flowing in to PMMP.

**g. Cementerio Lindo project update**, Mark Lamm

No progress

**h. Cementerio Sotelo/Heard update** – Mark Lamm

There will be an article published in the Sunday, October 7 edition of the AZ Republic. Things are moving fast, go fund me account has been established. Donations will be in a separate account.

**i. ASU and Boy Scouts Projects/tentative dates**

ASU will be coming to PMMP on November 15. Boy Scout project in Crosscut Cemetery is scheduled for Saturday, October 6. Cleanup and a sign for the Cemetery will be done.

**j. P&MMP Events** – Open House, tours, visitors

PCA book signing is scheduled for October 27 from 6pm to 8pm near the Gazebo. Light refreshments available. No day tours on October 27. "Boots in the Dirt" on October 27 and 28. November 24, Veterans recognition event by Lezlee Alexander. Certificates and pins will be presented to the veterans. The new walking tour based on the PCA book is ready for the printer. Phoenix Revitalization price of \$24 for 100 including color is the best. The PCA Burial Book is complete and is ready to be printed. Authot2Market bid

undercuts all others at \$11 per book. Motion was made by Lezlee Alexander to print 50 copies of PCA Burial Book, not to exceed \$600. Second by Mark Lamm, motion carried.

**k. Other**

**5. NEW BUSINESS**

**a. PCA Router and Internet Provider** – Evan Binder,  
Report in November.

**b. PCA Bylaws** – Lezlee Alexander  
Motion made by Lezlee Alexander to adopt the general revision of the Pioneers' Cemetery Association Bylaws as presented to put forward to the November Annual Meeting with revision of adding "and members" to President's duties. Second by Judy Smith, motion carried. Motion by Lezlee Alexander that the Bylaws Committee be permitted to make editorial and formatting changes to Pioneers' Cemetery Association Bylaws. Seconded by Donna Carr, motion carried.

**c. Nominating Committee**  
Lezlee Alexander, Committee Chair, presented the slate for the 2019 Board of Directors and Advisory Board. Motion made by Jason O'Neil that the slate be accepted as stated with the addition of Lance Gray as Ex-Officio Advisor. Motion seconded by Andrea Binder, motion carried. The names are as follows:  
Board of Directors - Lezlee Alexander, Andrea Binder, Debe Branning, Mark Lamm, Jason O'Neil, Margy Parisella, Judy Smith and Vivia Strang. Advisory Board - Frank Barrios, Patty Gault, Kim Kasper, Cindy Lee and Marshall Shore. Ex-Officio Advisor, Lance Gray.

**d. Questers meeting request** – The Questers have stated that they are planning a meeting at Smurthwaite House on Tuesday, March 26, 2019. They require that a projector and screen be made available for them. More discussion about criteria and fees at a later date.

**6. PCA Board of Directors Meeting is held at 9:30 a.m. on the first Thursday of the month, September to May.** Next Board meeting is November 1, 2018.

**7. PCA/City of Phoenix Parks and Recreation Maintenance meetings (year round) the second Thursday of the month at 9:30 a.m.** Next meeting is October 11 2018.

**8. Master Calendar – Open House 4<sup>th</sup> Saturday of the month September through May from 10 to 2.**

**9. Other**

**10. Arizona Trivia**

**Meeting adjourned at 11:20 a.m.**

Respectfully submitted,

Judy Smith  
Secretary