

PIONEERS' CEMETERY ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
SMURTHWAITE HOUSE/WEBEX
February 4, 2021
Approved Minutes—March 4, 2021

PCA Board Members present:

<u>Smurthwaite House</u>	<u>WebEx</u>
Patty Gault, President	Val Wilson, Treasurer
Mark Lamm	Ileen Snoddy, Secretary
Donna Carr	Margy Parisella, Historian
Marie Fenske	Cindy Lee, Vice President
Debe Branning	Jenn Merry

PCA Board Members absent:

Sterling Foster
Sally Pavia

PCA Advisory Board Members present:

<u>Smurthwaite House</u>	<u>WebEx</u>
Kim Kasper	Judy Smith

PCA Advisory Board Members absent:

Marshall Shore	Ryan Vander Ark
Frank Barrios	Lance Gray

Discussion/Action

- **Call to order:** President Patty Gault called the meeting to order at 10:02 a.m.
- **Approval of January 2021 Minutes:** President Patty Gault
 - a. January 2021 minutes were approved at the Special Board Meeting (01/21/21)
- **Approval of February 2021 Minutes:** President Patty Gault
 - No corrections
 - Minutes stand as submitted
- **Treasurers Report:** Val Wilson
 - a. Full report submitted to Board/Advisory
 - b. Balance
 - i. Beginning: \$29,425.89
 - ii. Ending: \$30,025.89
 - c. Budget Discussion
 - i. Monthly Financial Report (**Draft**) submitted
 - 1. Budget Allocation for each committee
 - a. Expenses/Deposits visible
 - b. Judy Smith questioned the labor cost in the Grave Marker Project

- i. Patty/Mark stated that is due to work that might need to be contracted out
- d. Motion by Val Wilson to approve Budget to presented. Seconded by Debe Branning
 - 1. Motion carried
- e. Val stated that reimbursement and deposit forms are located in the Smurthwaite House
 - i. Reimbursements will occur on Thursdays
 - ii. All reimbursement paperwork must be approved by Committee Chair with signature
 - iii. Written reimbursement/deposit instructions are located with the paperwork

OLD BUSINESS

- **Sotelo Heard Project:** Mark Lamm
 - a. Committee met January 22, 2021
 - b. Next meeting March 26, 2021
 - c. Past work and current work are under committee review
 - d. Phoenix Council Member, Carlos Garcia is an advocate of the project
 - e. Grant funding sources are being researched
- **Jacob Waltz Project:** Margy Parisella
 - a. Committee met January 14, 2021
 - b. Next meeting March 11, 2021
 - c. Research/discussions with contacts in Germany have begun
 - d. Committee is rethinking goals/statement of purpose
- **Buffalo Soldier Memorial:** Patty Gault
 - a. Discussion:
 - i. Mike Francis (City of Phoenix); Mr. Jackson (Buffalo Soldiers of America. Inc) will be meeting with Patty and Mark Lamm at the Pioneer Cemetery to discuss the memorial and review other memorials on the cemetery grounds
 - ii. Mr. Jackson participates in public educational outreach on behalf of his organization in Phoenix and would like to have a physical site to bring his groups
 - iii. Margy reminded everyone about the designation of the cemetery on the National Register and the need to abide by the regulations set forth by the Register to maintain the status. Patty said that this was a point of discussion which is currently taking place
 - iv. Jenn Merry mentioned that the Arizona Historical Society is working on a Buffalo Soldier virtual exhibit and would provide a contact. This connection might possibly provide information about Buffalo Solider resources in AZ for further investigation into this possible memorial project.

COMMITTEE REPORTS

- **Grave Marker Memorial Project:** Cindy Lee
 - a. Work on January 20, 2021 included bases completed and one (1) partially ready
 - b. Next workdays will be: February 13-15th
 - c. Volunteers are needed

NEW BUSINESS

- **Membership:** Cindy Lee
 - a. Currently 58 members
 - b. Beginning to promote memberships once again as places are beginning to open up
 - c. March will be a membership drive month
- **City of Phoenix:** Mark Lamm
 - a. Work orders have been submitted for the following:
 - i. Fire Extinguisher Recharge
 - ii. Pruning of trees
 - iii. HVAC filter changes
 - iv. Review gravel samples
- **Quarterly Report:** Patty Gault
 - a. Sent to the City of Phoenix
 - b. Very important report—shows volunteer hours and highlights PCA activities
- **Open Cemetery Dates:** Parry Gault
 - a. Only the cemetery grounds will be open
 - b. Saturday, February 24; 10 am-2 pm; Self-guided
 - c. Discussion: Cindy Lee mentioned the following:
 - i. Scavenger hunt brochure will be provided
 - ii. Membership forms
 - iii. Pencil
 - iv. Ileen Snoddy will provide some items from SRP—to be dropped off on February 13th
- **Wrap-Up**
 - a. Reminder to submit volunteer hours
 - a. Submit newsletter articles

Meeting adjourned at 10:50 a.m.

Respectfully Submitted

Ileen Snoddy, PCA Secretary