

**PIONEERS' CEMETERY ASSOCIATION  
BOARD OF DIRECTOR'S MEETING MINUTES  
SMURTHWAITE HOUSE/WEBEX  
Thursday, December 2, 2021**

**PCA Board Members present:**

Smurthwaite House

Patty Gault, President  
Donna Carr  
Sterling Foster  
Cindy Lee

WebEx

Debe Branning -- delayed  
Mark Lamm  
Jenn Merry -- phone  
Ileen Snoddy  
Val Wilson

**PCA Board Members absent:**

Margy Parisella, Historian – 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

Ed Dobbins  
Vivia Strang

WebEx

Lezlee Alexander

**Discussion/Action**

- **Call to order:** President Patty Gault called the meeting to order at 10:03 a.m.
- **Approval of October 2021 Minutes:** President Patty Gault
  - a. Minutes accepted as submitted
- **Treasurers Report:** Val Wilson
  - a. Beginning Balance -- \$31,495.27
  - b. Ending Balance -- \$32,695.91

- c. Surplus -- \$7,245.43
- d. **Discussion:**
  - Val said the goal of the surplus amount is \$10,000 and PCA is getting close to that amount. Lezlee inquired about the surplus intended use, Val stated as a safety cushion/rainy day fund and maybe signage or budget/committee use.
  - Val indicated that payment of insurance is coming soon as are several subscription renewals.

## **OLD BUSINESS**

- **Budget:** Patty Gault
  - a. Tentative budget was sent to all PCA Board Members
  - b. Grave Marker Preservation Program budget might change a bit
  - c. **Motion:** By Sterling Foster to accept the PCA Budget as presented for 2022, seconded by Val Wilson
    - **Motion carried**
    - PCA Board will address any expenses which come up in the future
- **Sotello/Heard Cemetery Project:** Mark Lamm
  - a. November committee meeting was cancelled and will be rescheduled
- **Fence Repair:** Patty Gault
  - a. Approval by City to replace damaged fencing and put a gate at 15<sup>th</sup> Avenue by the Rosedale Cemetery for City of Phoenix access
- **Three Year Plan:** Patty Gault
  - a. Addresses main concerns regarding repairs for the cemetery. Will be presented to Joe Diaz (City of Phoenix)
  - b. Mark asked that an estimate to pay for the conservator for the Grave Marker Preservation Program be prepared and possibly ask City of Phoenix for a larger contribution to cover this cost. Suggested that Joe Diaz be invited to come and see the program in action for a better/clearer understanding of what the value of the program is to the cemetery
- **Fire Alarm:** Patty Gault
  - a. Concern about how the conduit for the alarm system will be routed through the Smurthwaite House
  - b. Patty has spoken with Lance Gray and he will be checking into the matter as he is concerned as well
  - c. Patty has also spoken with Juan and it is still in the design stage
  - d. **Discussion:**
    - Judy asked where the alarm panel will be placed in the house. Possible locations are currently under review including upstairs. Vivia reminded that it is a historic property and inquired if SHPO needs to be involved in the placement discussions. Patty indicated that the Rosson House located at Heritage Square is in this same design phase and she will continue to monitor their design progress.

- **SRP Grant Request:** Jenn Merry/Technical Committee
  - a. Dell is currently offering a special on laptops
  - b. Technical Committee was approved to purchase the laptop
- **Dedication of the Chinese Friendship Circle:** Mark Lamm
  - a. Not sure if the dedication ceremony will take place due to the upswing in COVID cases. This will be a City of Phoenix decision whether to hold the dedication or reschedule for a possible later date

## **NEW BUSINESS**

- **Grave Marker Preservation Program:** Cindy Lee
  - a. Finalizing date of the program/workshop with conservator Joe Ferrannin
  - b. Looking at February/March timeframe
  - c. Funding for 10 days is covered by the D.A.R. Grant; 3 days covered by GMMP funds
  - d. Cindy will walk the grounds soon to finalize what needs to be accomplished
- **Upcoming Events/Event Calendar:** Patty Gault
  - a. Proposed Event Calendar was circulated in the PCA Board Packet prior to the PCA Board meeting
  - b. Calendar is looking very active with open houses and events
  - c. Noted that a possible date was earmarked for a Jacob Waltz event if wanted/needed
    - **Discussion re' Jacob Waltz Event:** Vivia questioned the event and was concerned that a committee already exists and is currently working on a plan for his grave site. Her suggestion was that the current committee should take ownership/planning if this event is happening. Patty pointed out that this was a place holder for a possible public activity/involvement and had nothing to do with actual grave site planning – however, the committee would be invited to participate in any planning if the event takes place.
  - d. Cindy reported the following fundraisers for the Grave Marker Preservation Program
    - Mother's Day Broach Making: April 30
    - Día de Los Muertos Activity: September 17
  - e. Art Walk: Val Wilson
    - Event scheduled for March 26/Fundraiser for the general PCA Fund
    - Event is intended to celebrate life
    - Keeping it "low key" for the first outing – and plan accordingly by response for next year
    - Currently 5 artists/3 authors interested in participating and Val knows all interested parties
    - Next Committee Meeting will be on January 8



- **Quarterly Meeting with City of Phoenix:** Patty Gault
  - a. Operating Agreement
  - b. Madison Street clean-up – the shelter is responsible for clean-up and City of Phoenix will need to address this issue with the shelter and assist with coordination responsibilities
- **Eagle Scout Project:** Sterling Foster
  - a. Define a valuable project for PCA and the scouts
  - b. Possibly January/February date
  - c. Possible project – spreading rock in the Rosedale Cemetery
    - Note: Possible sewer work to be happening in the Rosedale Cemetery at this time
- **January PCA Board Meeting:** Patty Gault
  - a. Be sure to submit “End of Year Reports”
  - b. Report volunteer hours to Denise Foster for tracking

**Meeting Adjourned: 12:41 p.m.**

Respectfully Submitted

Ileen Snoddy, PCA Secretary