

**PCA BOARD OF DIRECTORS MEETING  
SMURTHWAITE HOUSE, APRIL 6, 2017**

**Board Members Present:**

Vivia Strang, President    Sterling Foster, V.P.    Donn Carr    Kim Kasper    Judy Smith    Jason O'Neil  
Marshall Shore    Diane Sumrall (Adv.)

**Board Members Absent:**

Mark Lamm, V.P.    Val Wilson, Treas.    Denise Foster, Sec.    Debe Branning

**Members Present:**

Patty Gault    Dava Eastwood    Cindy Lee    Lezlee Alexander    Angelica Petrov

**Call to Order** at 0932 by Vivia Strang, President.

**Approval of March 2, 2017 Board minutes:**

Sterling Foster moved that the minutes be accepted as presented; seconded by Kim Kasper and carried by unanimous vote.

**Treasurer's Report** presented by Patty Gault for the treasurer:

The checking account balance for March 2017 is \$29,253.49. Attached are the separate account balances and the itemized categories report for year to date. The report is filed for audit. It was noted that the checks for the clothing expenditures were written directly to Screamin Screenprints. Patty emphasized the importance of committees submitting more projected budgets to the Board and the treasurer as early as possible when requesting funding. She reminded the Board of the financial training given last week by Val Wilson. Projected expenses were requested of the Memorial Day Committee and GMPP.

**New Business- Action Items**

- a. PCA Event chairs- purchase of chair racks: Marshall Shore moved to approve the \$646.53 to pay for the chair racks for the recently purchased 100 resin chairs; Judy Smith seconded. Discussion covered that the old chair racks, meant for another style of chair, were not stable and safe with the new chairs, and that the new racks took up less space and were easier to move chairs in and out of the shed. The motion carried by unanimous vote.

It was also brought out that this budget item should have been brought before the board before the racks were ordered. It was noted that according to the bylaws, notice for a special meeting to address an unexpected item must be sent out ten days prior to the meeting.

- b. Vision Statement: Tabled
- c. NonProfit Board of Directors Boot Camp Report: Tabled
- d. PCA Organizational Structure: Tabled
- e. GMPPIII Recommendations:  
Cindy Lee presented a drafted budget for the Preservation Committee to itemize the \$2000 already approved.

f. Communications Committee:

Vivia presented a Communications Committee chaired by Donna Carr. She proposed four teams- (a) a Web team lead by Lezlee Alexander, (b) Facebook lead by Debe Branning, (c) Publicity lead by Marshall Shore and (d) E-Mail lead by Patty Gault. Sterling moved that the Board accept the Communications Committee as presented, seconded by Kim Kasper. Donna said that there are as yet no job descriptions. The motion carried by unanimous vote.

Lezlee Alexander gave a presentation on a new E-mail service, MailChimp (attached). This is a free service, user friendly, that will enable mass mailings to selected groups, and allow recipients to unsubscribe at will. Judy Smith moved that PCA begin using MailChimp as a tool to communicate with members, seconded by Marshall Shore. Lezlee volunteered to be in charge unless or until another volunteer wants to take over the job. The motion carried by unanimous vote.

Lezlee presented a website, Weebly.com, a program she has been using for other organizations, and she has been making a proposed site for PCA (attached). This is another free service, template based and needs less technical skills to use and update. Marshall moved that PCA begin using Weebly's free website and begin diminishing the current website through the end of the year. Judy Smith seconded the motion. Discussion was that since we have already paid for our current website we will use it to direct people to the new website. At the end of the year we can move our old webpage name to Weebly or pay a nominal fee to use the ".org" extension on the new website. The motion carried by unanimous vote.

g. Memorial Marker Committee:

Patty Gault presented the list of names for approval for Memorial Markers. There are 21 names (attached), and all have been funded privately, including installation, with donations and grants received. Jason O'Neil moved that the Board approve the list of markers as presented; seconded by Sterling. The inscriptions still have to be determined. The board agreed that the committee does not need to fill out an individual form for each marker we are adding to the cemetery. The combined list given to the Board for review is sufficient to fill the requirement of Board notification and approval. The motion carried by unanimous vote.

**Old Business-**

a. Cementerio Lindo Cenotaph Project Update:

Donna reported the plaque has been made for the boulder already placed in the cemetery. The committee is still discussing placing a low wall around the boulder for the memorial plaques instead of pavers or bricks on the ground that would be more vulnerable to damage or theft.

b. Facilities Committee:

Judy stated there are several things that are in need of repair- paint the porch, repair masonry on the west wall, replace the kitchen floor, paint the interior walls in phases, repair cracked windows, place granite on P&MMP walkways (possibly a scout project), irrigation system, paint the wrought iron fence, and repair the transom over the French doors upstairs. The committee is getting estimates for the flooring.

c. The PCA Book Committee:

Donna reported that the book is on schedule. Derek Horne will meet with them on April 22. Mark Lamm and Dean Isaac went to the ASU Library and found some pictures for possible use in the book.

d. Memorial Day Committee:

Although a \$500 was approved in March, Sterling agreed to submit a more detailed budget to the Board as requested by the treasurer at her workshop last week. The committee meets next Thursday. Lezlee said that the CAR table will host a fundraiser at the event, the sale of poppy postcards.

**P&MMP Events:**

- a. Boy Scout Projects- Sterling reported that a load of river rock is to be delivered today for the Chinese Circle and south part of Loosley, finishing the demarcation of all of the cemetery lots.
- b. ASU Students- There were 98 students in the cemeteries on March 16 from 00930-1630 for their class project.
- c. AZ Rangers- The Arizona Rangers in uniform with honor guard, bagpipes and a soloist came with their Capt. Tom Williams for the dedication of the Memorial Marker for P&MMP's only Ranger, Wayne Davis who is buried in Masons Cemetery. Several PCA members were in attendance also.
- d. PCA Open House, March 25- There were about six visitors for the "Wild, Wild West" theme. There was a \$20 donation.
- e. Open house with a "Bee-tiful Flowers" theme and the UDC Tea will be held April 22 at 1000.
- f. Florence Field Trip was the first event advertised using the new ChimpMail. There were 22 responses and about 17 people showed for the trip which was enjoyed by all.
- g. Chinese Memorial Day (Ching Ming)- was April 4 at 0900 sponsored by the Chinese Community and attended by some PCA members.
- h. Firebird Questers Meeting to be held April 25, 2017 1000-1300 at the Smurthwaite House. They will be meeting outside.
- i. Andrea Binder will present "Death and Mourning on the California & Oregon Trail" on April 20 at the Smurthwaite House.
- j. North & Company Tour- April 28, 2017, 1700-1900, a historic tour. No alcohol will be served, and PCA will be paid \$5.00 per person.

Next PCA/COP meeting: April 13, 2017, 0930 at the Smurthwaite House.

Next PCA Board of Director's Meeting: May 4, 2017, 0930 at the Smurthwaite House.

Meeting was adjourned at 1143.

Respectfully submitted by Patty Gault and  
Diane Sumrall for the Secretary,