

Minutes of the of Directors of Jaeger-Witte Heritage Cemetery Association Washington County, Texas

The regular meeting of the directors of the Jaeger-Witte Heritage Cemetery Association convened on November 11, 2017 at the home of Debbie Byrd. The meeting was attended by Sandy Jaeger, George Zemanek, Debbie Byrd, Steven Jaeger, and Jeff Featherston. The meeting was called to order at 10:27am

On motion duly made, seconded, and unanimously adopted, the corrected minutes from the August 12, 2017 minutes were accepted and approved by the board

Reports

President

See attached

Vice President

No report

Treasurer

As of this meeting, we have ending bank balance of \$7,287.64. CD balance is 3,210.57

Grounds and Maintenance

No report

Standing Committees

Committee 2 (Sign and Post)

No updates

Jeff and Mike will dig hole and set post on 11/14/17.

Committee 3 (Legal Counsel)

Ms. Kenjura is waiting on us to finish the 501C3 application with the IRS.

She filed "existence of a cemetery" so we are now officially listed in the courthouse

Daryl Hoag, CPA is waiting to hear from the IRS concerning our application for non-profit status. We will likely get a response mid to late December.

Committee 4 (Fundraising)

Sandy sent out a fundraising appeal letter to the families on our mailing list in mid-October. She got \$1,360 from this. The letter was also put on Facebook.

Thank you cards will be mailed to donors on 11/13/17.

Committee 5 (Fence)

Steven and Jeff will coordinate either spot painting or painting the entire fence. They plan to walk the fence.

Committee 6 (Reunion)

The next reunion will be July 14, 2018 at Firemen's Park at around 11am until about 3pm. Steven posted an event on the Facebook page.

Committee 7 (Chain Link Fence)

The committee is researching design options and plans to present an idea by the next meeting.

Committee 8 (Multi-purpose Building)

The committee will bring pricing options for the shed to the next meeting. The structure cannot exceed 800 square feet.

Committee 9 (Design of cemetery grounds)

Put on hold until we own the property. No changes will be made or buildings will be erected until we own the land. We will continue to maintain and provide routine maintenance.

Task Updates

Task 1 (Billiongraves.com)

Ongoing

Task 2 (Cemetery Survey)

Completed

Task 3 (Cost Framework)

We will need to make a budget.

New Business

Proposed cleanup days for 2018

- Jan 20, Feb 17, Mar 17, Apr 21, May 19, June 16, July 21, August 18, Sept 15, Oct 20, Nov 17, Dec 15
- Steven will make Facebook events

Budget and 5 Year Plan

- We discussed creating a budget and a five year plan with specific costs and dates (see action items below)
- We discussed compiling oral histories, interviewing relatives about the farm and the cemetery.

Facebook

Rita's son Alex is working as our liaison for posting pictures.

Resignation:

- Sandy issued her resignation. She agreed to continue helping with mowing, fundraising, and the reunion as she is able.
- We will ask our siblings if they are interested in joining the JWHCA board.
- Jeff will serve as the "acting president" with help from the other board members to fulfill the duties. Sandy will provide Jeff with all of the documents she has collected during her time as JWHCA president.
- Sandy will remain on the bank account as a signer for now. We will update the account later.
- A motion was made, seconded, and passed to accept Sandy's resignation.
- A motion was made, seconded, and passed to suspend the requirement of needing an odd numbered executive board until we have a new board member.

Action Items

- Present design options for chain link fence replacement (Jeff and Steven)
- Bring pricing options for the shed to the next meeting (Jeff and Steven)
- Jeff will talk to Jerry about consulting with the JWHCA before trying to initiate new projects.
- Begin thinking of items for the budget and five-year plan

Next cleanup day

January 20, 2018

Next meeting

February 17, 2018

Debbie's house

10am

Motion to adjourn at 12:56pm

These minutes were accepted and approved by the Jaeger Witte Cemetery Association Board of Directors on _____.

Jeff Featherston, acting president

Date

George Zemanek, Secretary

Date

