

PLEASANT HILL CEMETERY ASSOCIATION

BYLAWS

ARTICLE I - NAME

The name of this organization shall be PLEASANT HILL CEMETERY ASSOCIATION.

ARTICLE II - PURPOSE

The purpose of this organization shall be to maintain the PLEASANT HILL CEMETERY ASSOCIATION, through gifts and bequests, and provide permanent care.

ARTICLE III - MEETINGS

Section 1:

Regular meeting of this Association shall be held on the first Saturday in April of each year.

Section 2:

Special or called meetings may be called by the Executive Committee when necessary. Official notice of such meetings will be given membership three weeks in advance of such meeting date.

Section 3:

The annual meeting of this Association shall be at the Carlos Fellowship Hall located in Grimes County, Texas.

ARTICLE IV - REQUIREMENTS FOR BURIAL RIGHTS

Decedents of Legacy Families of the Carlos Community who are buried here would be eligible for burial upon approval by the Board of Directors of this Association on an individual basis.

Active Members of Carlos Fellowship with a minimum of 5-year membership are eligible for burial upon approval by the Board of Directors of this Association on an individual basis.

ARTICLE V - OFFICERS AND THEIR ELECTION

Section 1:

A. The officers of this Association shall be a President, a Vice President, a Secretary, Treasurer and two (2) Trustees.

B. The officers shall be elected every two (2) years at the annual meetings and will take office at that time.

C. There is no time limit on how long an individual may serve as an officer of the Association. However, no member can hold more than one office.

Section 2:

A Nominating Committee of three members shall be appointed by the President prior to the annual meeting. The Nominating Committee shall select one nominee for each office to be filled and present them as candidates at the annual meeting.

Section 3:

Following the report of the Nominating Committee at the annual meeting an opportunity shall be given for nominations from the floor.

Section 4:

Only those who have consented to serve, if elected, shall be eligible for nomination, either by the Nominating Committee or from the floor.

Section 5:

A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Committee, a notice of such election having been given. In case of a vacancy in the office of President, the Vice President shall serve notice of the election.

ARTICLE VI- DUTIES OF OFFICERS

Section 1:

The President shall preside at all meetings of the Association and shall perform such duties as may be prescribed in these By-Laws or assigned to him by the Association or the Executive Committee and shall coordinate the work of the officers and committees, in order that the Association's objectives may be promoted.

Section 2:

The Vice President shall act as aide to the President and shall perform the duties of the President in absence or inability of the officer to serve.

Section 3:

The Secretary shall record the minutes of all meetings, send out meeting notifications and update the website. The Treasurer shall receive all monies, shall keep an accurate record of receipts and expenditures, and shall pay out local funds as authorized by the Association.

The Treasurer shall present a financial statement at every meeting and shall make a full report at the annual meeting. The Treasurer's accounts shall be examined annually by the Executive Committee, who, satisfied the Treasurer's report is correct, shall initial the report.

Section 4:

Until such time as enough money can be raised to provide permanent care from interest on its investment, a working fund and a trust fund shall be maintained. Donors may designate to which fund they are contributing. The working fund shall be used to maintain the cemetery.

Definitions:

A. Working Fund: Fund from which all bills are paid to maintain and care for cemetery; monies received from donations designated to working fund; and interest from trust fund.

B. Trust Fund: Fund in which designated monies are placed permanently, not to be removed except in case of dissolution of Association; interest from fund to be placed in working fund, if needed.

ARTICLE VIII - DUTIES OF DIRECTORS

The duties of the Directors shall be to assist, as members of the Executive Committee, in properly conducting the business of the Association, preparing an annual budget, and other responsibilities assigned or delegated by the Association's membership.

ARTICLE IX - EXECUTIVE COMMITTEE

Section 1:

The Executive Committee shall consist of the officers and directors of the Association.

Section 2:

A quorum of the Executive Committee shall be three (3) members present and voting.

Section 3:

Selection of burial plots shall be approved by the Executive Committee or its appointed representative. Maintenance and care of cemetery map to be appointed by the Executive Committee. Appointee to be a resident of the local community.

ARTICLE X - STANDING AND SPECIAL COMMITTEES

Section 1:

MAINTENANCE COMMITTEE: It shall be the duty of this Committee to assume upkeep, control, and proper utilization of the cemetery.

Section 2:

FINANCE COMMITTEE: It shall be the duty of this Committee to receive donations and monies and issue receipt for same, with monies being turned over to Treasurer for proper depositing.

Section 3:

The President shall appoint any other Committees necessary.

ARTICLE XI - DISSOLUTION

In case of dissolution of this organization, any unencumbered funds in its possession shall be given to CARLOS FELLOWSHIP or if dissolution of same, then to a charitable Christian organization.

ARTICLE XII - AMENDMENTS

These By-Laws may be amended at regular annual meeting of the Association by a two-thirds (2/3) vote of the members present and voting, provided notice of the proposed amendment shall have been given at the previous meeting, and provided the amendment is not in conflict with the required Articles prescribed in the By-Laws.

ARTICLE XIII - RESERVING BURIAL PLOTS

Legacy Families shall be allowed to reserve a burial plot in Pleasant Hill Cemetery upon approval by the Board of Directors of this Association.

