

# **GUSSETTVILLE CEMETERY ASSOCIATION**

## **CONSTITUTION**

### ARTICLE I

#### Name

This organization shall be known as the Gussettville Cemetery Association.

### ARTICLE II

#### Purpose of Association

- Section 1. To serve as a medium through which the members may speak and act as a unit on all the matters of the cemetery.
- Section 2. To stimulate and perpetuate interest in the upkeep of the cemetery.
- Section 3. To further spiritual and material undertakings which may be recommended to the Board of Directors.
- Section 4. To render definite assistance to all individuals and groups in their efforts to give service in their respective endeavors in cemetery activities.

### ARTICLE III

#### Membership

The membership of this association shall consist of dues paying individuals, family units (husband and wife) and civic minded persons interested in Gussettville Cemetery.

## ARTICLE IV

### Officers

Section 1. The officers shall be a President, Vice President, Secretary-Treasurer, and Parliamentarian.

Section 2. All officers shall be elected for a term of two (2) years with President and Secretary-Treasurer being elected in even years and Vice-President and Parliamentarian elected in odd years.

## ARTICLE V

### Board of Directors

Section 1. The cemetery association Board of Directors shall be:

- ✓ a. Officers of the Association
- ✓ b. Chairmen of the standing committees
- c. And four other members elected by the membership for a term of two years with two members being elected each year.

Section 2. The Cemetery Association Board of Directors shall have jurisdiction over all matters pertaining to the management of all affairs of the organization.

? Section 3. Vacancies in the Board shall be filled by the remaining members of the Board, voting by ballot.

*What does this mean?*

\* Section 4. Non-attendance of a member of the Board of Directors for three consecutive meetings without good and sufficient reasons shall be equivalent to resignation and the vacancy shall be filled by the Board of Directors, voting by ballot.

## ARTICLE VI

### Elections

Section 1. The nominations for elections shall be taken from the floor of the general assembly at the annual meetings.

Section 2. The election of these officers shall be by ballot or acclamation. *only when 1 person is nominated.*

## ARTICLE VII

### Duties of the Officers

Section 1. The President shall preside at all meetings of the Association, all meetings of the Executive Committee, and shall be ex-officio member of all committees and shall perform other duties as developed upon his/her office; such as appointing standing and special committees.

Section 2. The Vice-President shall preside in the Absence of the President.

Section 3. The Secretary-Treasurer

a. shall keep the minutes of the Association and Executive Committee meetings and shall have charge of all papers pertaining to the Office. He/she shall furnish a report of the action taken at these meetings to all members of the committee not present.

b. shall be responsible for all money belonging to the association.

X c. shall deposit said money in a bank in Live Oak County as soon as possible.

d. shall pay all bills that have been approved by the Board of Directors.

e. shall conduct the correspondence of the President.

f. shall keep a correct mailing list of the membership, officers of the association, members of the executive committee, and chairman of the standing and special committees.

Section 4. The Parliamentarian shall bring to each meeting of the Association and to the Executive Committee meeting a copy of Robert's Rule of Order, with which he/she shall be thoroughly acquainted and shall be the final judge on all rules of order.

## ARTICLE VIII

### Executive Committee

Section 1. The Executive Committee shall consist of the President, Vice-President, Secretary-Treasurer, Parliamentarian and the four Directors with the power to act in emergencies.

Section 2. The Executive Committee shall be trusted to receive and hold all property, real and personal of the Association.

## ARTICLE IX

### Voting Membership

The voting membership of the Association shall consist of each individual or family unit (husband and wife) who are in good standing.

## ARTICLE X

### Amendments

This Constitution may be amended at any general association meeting by a two third (2/3) vote of the voting members present, provided that a copy of the amendment shall have been sent to each qualified voter at least thirty (30) days before the meeting; or by unanimous vote without previous notice, subject to the approval by the majority of the executive committee.,

# **GUSSETTVILLE CEMETERY ASSOCIATION**

## **BY LAWS**

### ARTICLE I

#### Meetings

Section 1. The Association shall have an annual meeting. The call for this meeting must be at least fifteen (15) days before the date of the meeting.

Section 2. The meeting of the Executive Committee shall be at the call of the President or upon request of three (3) members of the committee. There shall be one meeting held at least one week prior to the association annual meeting.

### ARTICLE II

#### Quorum

Section 1. A Quorum to transact business at the annual meeting shall be thirty (30) members present.

Section 2. A quorum to transact business at an executive committee meeting shall be one half (1/2) of its membership provided three of whom are officers.

### ARTICLE III

#### Dues

Section 1. The annual dues for each member (individual or family unit; husband and wife) will be a minimum of ten (\$10.00) dollars, and shall be paid to the Association Treasurer.

Section 2. A one time payment of \$1,000.00 can secure a lifetime membership.

October 9, 2016

Section 3. The dues of each member will become due each year on or before January 1st.

Section 4. All dues shall be deposited in the working fund or building fund of the Association.

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2 sep. accts?

#### ARTICLE IV

##### Gussetville Cemetery Memorial Fund

Section 1. Contributions may be made in memory of loved ones and shall be deposited in the South Trust Bank in George West, Texas.

Section 2. The principal of the Memorial Fund may be deposited in the working fund to take care of expenses; if needed.

Section 3. The interest from the Memorial Fund may be deposited in the working fund to take care of expenses; if needed.

#### ARTICLE V

##### Burial Plots

~~\*~~ Section 1. An officer or member of the Board (one living in Live Oak County) shall be appointed to be in charge of the plat and of the cemetery grounds.

Section 2. The single interment size shall be 10' by 5' and not to exceed a family plot of 10' by 20' (four (4) interment sites) and to be marked with 4" square markers flush with the ground.

Section 3. Interment sites are absolutely not transferable. The assignment of a lot is only the right to be buried there.

Section 4. If a member fails to pay annual dues for a period of two (2) years; ordinary efforts will be made to contact the family to learn their intentions. If efforts to locate the family fails; then the plot automatically reverts back to the Gussetville Cemetery Association.

October 9, 2016

Section 5. No graves are to be any closer than the present interments to the church or the cemetery entrance.

Section 6. All grave sites in the new section of the cemetery are to be perpendicular to the road in front of the church.

Section 7. No one to be buried in St. Joseph's Cemetery unless said person is a direct descendant of the pioneers of Gussettvile or spouse of a descendant of a Gussettvile pioneer.

Section 8. A picture or drawing of all headstones, including inscriptions, must be approved by the Gussettvile Cemetery Association Board of Directors prior to being constructed.

## ARTICLE VI

### Voting

Section 1. Each member in good standing is entitled to vote at the annual meetings and elections.

Section 2. There shall be no proxy granted.

## ARTICLE VII

### Rules of Order

The rules contained in Robert's Rules of Order shall govern this organization in all cases not covered by the Constitution and By-Laws.