

**BY-LAWS**  
**of the**  
**PINE GROVE CEMETERY ASSOCIATION**

The following shall constitute and be the By-laws of the Pine Grove Cemetery Association (PGCA).

**I OBJECTIVES**

The primary objectives of the PGCA are as follows:

- a. To preserve and maintain the cemetery grounds
- b. To facilitate the interring of remains of those who are deemed to be eligible.
- c. To keep accurate records of the persons interred therein.
- d. To maintain funds to accomplish these objectives in a transparent and straightforward manner.
- e. To operate as a non-profit corporation under the laws of the state of Colorado.

**II DIRECTORS AND OFFICERS**

The Board of Directors of this corporation shall consist of five members elected by the membership at a regular meeting called for that purpose. Only members of the corporation shall be eligible to serve on the Board of Directors. The purpose of this Board is to administer any and all activities of and funds received by this corporation, and to be the final voting authority on all decisions regarding the cemetery. A quorum of Board members is required for any vote. No officer of this corporation shall draw any salary, commission or profit directly or indirectly, of any kind or nature from the business of this corporation.

Directors shall be elected by the membership at a regular meeting to two-year terms, the election will be held at said meeting, the ballots collected from the members attending and the ballots will be counted and vote verified by all Board members present at the election.

The Board members will then select members to fill the officers positions of President, Vice-President, Secretary and Treasurer. Such officers shall exercise all of the powers and shall be charged with all of the duties usually incident to offices of like kind. To the extent feasible, the terms of officers and directors shall be staggered so that directors and officers will not all change at one time. In the event of the death or resignation of any of the officers or directors, said vacancy may be filled by approval of the Board of Directors at a regular meeting of the corporation.

### **III MEMBERSHIP**

Any person who has owned property or resided in the PGCA area for five years may join the corporation by paying membership dues. The PGCA area is defined as the historic Pine Grove subdivision including the Park Addition as originally platted. Voting rights will be accorded to those who meet the above qualifications and are 18 years or older. Anyone wishing to join who does not meet the above qualifications maybe admitted by a majority vote of the board.

### **IV FINANCES**

The membership of this corporation as a whole shall have the right to collect annual dues from its members. Members must pay dues to be considered in good standing. It shall be the duty of the Treasurer to receive said funds, donations, grants, gifts and fees, and to properly account therefore to the members of the corporation.

The Treasurer shall have the authority and duty to make such distribution of funds as shall be necessary and such as directed by the corporation at its regular meetings.

In the event that matters of emergency present themselves between meetings, the officers shall have the authority, at a time and place called for that purpose, to direct the Treasurer to make such expenditures as shall be necessary, and said officers shall be liable to the corporation only in an event of a flagrant abuse of their discretion in this respect.

The Treasurer shall make an annual report and periodic reports as appropriate, to the corporation, showing assets and liabilities, the business transacted by the corporation, and expenditures made by the corporation.

### **V OPEN MEETINGS**

All meetings of this corporation shall be unqualified open meetings where anyone may attend and propose agenda items for consideration or offer comment on agenda items before the corporation. All meetings shall be reasonably publicized to active members. Meetings shall be conducted in a businesslike manner consistent with Robert's Rules of Order. The Board of Directors shall determine the frequency of regular meetings.

### **VI AMENDMENTS**

These By-laws may be amended by making a proposal at a regular meeting that is approved by a majority of the members present at the next regular meeting.