

EAST ELFERS CEMETERY
PERPETUAL CARE AND TRUST FUND

Re: Trust Fund Number 5225

East Elfers Cemetery met January 5, 1978 for the purpose to set up a permanent committee in the following manner. The East Elfers Cemetery Committee consisting of the following members:

President Richard D. Stevenson, Jr. ; Vice President George J. Crose ;
Secretary-Treasurer Pauline S. Ash ; Trustee Alton L. Warner ;
Plat Engineer James C. Bovill ; Pastor Rev. Edward H. Griffith ;

ARTICLE 1. East Elfers Cemetery, hereinafter referred to as the cemetery.

ARTICLE 2. Purpose. To maintain, improve, and beautify the grounds through perpetual care. This includes the power to accept gifts, donations, and bequests and the sale of available spaces or family plots.

ARTICLE 3. Membership and Officers. Members shall be persons interested in the stated purposes of the cemetery. Officers to be appointed for life or until resignation. Two must be land owners of the cemetery.

OFFICERS: President
Vice-President
Secretary-Treasurer
Trustee
Plat Engineer
Pastor and one member at large from the church

APPOINTED MEMBERS: These members must agree to serve at times in capacities suggested by the officers.

ARTICLE 4. DUTIES: The President shall preside over all meetings of the cemetery. Such duties as may be provided in the By Laws, or requested to president by the Secretary, and shall coordinate all work done. President must give an annual report. President shall call special meetings when necessary. President has the privilege of filling all vacancies, with recommendation from other members.

Vice-President; In the absence of the President, the Vice-President shall perform the duties of the President and shall be available at all times to assist the President.

Secretary-Treasurer; Shall be responsible for keeping accurate minutes of all meetings and shall conduct correspondence. Notify all members of time and place of meetings, shall be responsible for keeping cemetery records, for the operation and maintenance of the cemetery including assigning work to be done and obtaining assistance as necessary and to take care of publicity including advertising and the sale of lots. All deeds issued must be co-signed by President and Secretary-Treasurer.

Trustee; Duties are to make reports to the church the progress of the cemetery, vote and give suggestions. He is a liason officer.

Plat Engineer; The Plat Engineer will be responsible for engineering the platting of the blocks and the lots and legal discription for deeds.

ARTICLE 5. MEETINGS: There shall be a monthly meeting at a time and place to be designated by the Secretary or President. Special meeting may be called when necessary.

ARTICLE 6. Fiscal year shall be from October 1 to September 30th.

ARTICLE 7. Amendment of By-Laws and Articles of incorporation. Amendments can be proposed by Officers or members. Petitions must be submitted in writing to the Secretary so that copies can be sent to all members prior to a special meeting calling for such a vote. Amendments can be adopted following a 2/3 vote of the membership present.

ARTICLE 8. Remuneration. No Officer or member shall receive remuneration for his services, except as may be voted by the membership.

ARTICLE 9. All checks must be signed by two officers and/or one officer and the Pastor of the Asbury Methodist Church.

ARTICLE 10. General membership meetings. Those present constitute a quorum. Majority constitutes 51% of those present.

ARTICLE 11. Members shall be given 3 days notice, phone or written, before a regular meeting.

ARTICLE 12. All money received from sale of lots, or donations, shall be deposited in East Elfers Cemetery Trust Fund, except for 1/3 of money from sale of lots that is to be used for up-keep of the cemetery for a period that the trust fund dividends will be needed to maintain the up-keep. Money derived from special fund raising events shall be used for the purpose for which it was raised.

ARTICLE 13. One lot contains 8 spaces 4' x 9' each. All spaces are to be 4' by 9' and to contain one body only and one casket in a vault. If cremated one urn only in a space 4' x 9'. Each space must have a headstone at the west end of the gravespace.