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**Prairie View Memorial Park Association**

Prairie View A&M College

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ARTICLES OF ASSOCIATION

OF

PRAIRIE VIEW MEMORIAL PARK ASSOCIATION

*Add this*  
We, the undersigned natural persons of the age of twenty-one years or more, hereby associate ourselves as members of a private community cemetery association, and do hereby adopt the following Articles of Association for such association:

ARTICLE ONE

✓ The name of the association is PRAIRIE VIEW MEMORIAL PARK ASSOCIATION. *accept: write*

ARTICLE TWO

✓ The association is a non-profit association. *write*

ARTICLE THREE

The period of its duration is perpetual.

ARTICLE FOUR

✓ The purpose for which the association is organized is:  
To maintain a private community cemetery.

ARTICLE FIVE

✓ The post office address of the association is Prairie View, Texas.

ARTICLE SIX

The number of trustees constituting the initial Board of Trustees of the association is seven and the names and addresses of the persons who are to serve as the initial trustees are listed in alphabetical order as follows:

288

| <u>Name</u>                                  | <u>Address</u> |
|--|----------------|
| E. E. Cleaver ✓                              | _____          |
| H. E. Fuller ✓                               | _____          |
| L. C. McMillan ✓                             | _____          |
| E. M. Norris ✓                               | _____          |
| <del>E. C. Mosley</del> ✓ <i>YTR Solomon</i> | _____          |
| <del>O. J. Thomas</del> ✓ <i>AC Williams</i> | _____          |

The constitution and by-laws of the association shall provide for the terms of the trustees and the method of selecting their successors.

#### ARTICLE SEVEN

The Board of Trustees shall elect from its own group, as officers of the Board, a president, Vice-President, Secretary, Treasurer, and such other officer or officers it deems necessary to enable the association to function properly.

#### ARTICLE EIGHT

The Board of Trustees is the governing body of the association and is responsible for the successful operation thereof. All actions of the Board shall be taken at a regular or called meeting thereof. A majority vote of the Board members, rather than a majority vote of a bare quorum, will determine the disposition of any matter to be voted on by the Board.

#### ARTICLE NINE

The death, resignation from the Board of Trustees, removal from Prairie View, or refusal of any one of said trustees to perform his duties, will not dissolve this association. The death, resignation from the Board of Trustees, removal from Prairie View, or the failure of any one of the trustees to perform his duties, shall cause a vacancy on the Board of Trustees which may be filled in accordance with the constitution and by-laws of the association.

#### ARTICLE TEN

For operating purposes, the business of the association shall be conducted in the name of Prairie View Memorial Park Association. Correspondence may be concluded in such name by the signature of the officer concerned followed by his title only, e. g., "President", or other officer as the case may be.

#### ARTICLE ELEVEN

The location of the cemetery will be on the land designated by the Board of Directors of the Agricultural and Mechanical College of Texas in Minute Order No. 47-62, passed at the Board's regular meeting on February 24, 1962. The land to be used is the triangle of land consisting of two to three acres on the north side of Prairie View

Agricultural and Mechanical College property bounded by Farm to Market Road No. 1098, a county road, and a creek.

The land herein described is state-owned land, under the supervision and jurisdiction of the Board of Directors of the Agricultural and Mechanical College of Texas, for the use and benefit of the Prairie View Agricultural and Mechanical College, and it is recognized that no part of the same may be sold or conveyed by the association. The cemetery is to be administered in accordance with plans approved by the President of the Prairie View Agricultural and Mechanical College and the Chancellor of the Texas Agricultural College System.

#### ARTICLE TWELVE

The cemetery to be established pursuant to these Articles of Association shall be available for interment only of employees of Prairie View Agricultural and Mechanical College and their immediate families and former employees of the college.

#### ARTICLE THIRTEEN

Each trustee herein named, as well as their successors, and any person who becomes a member of this association, are, and shall be, bound by these Articles of Association and the association's constitution and by-laws. At any time the State or Prairie View Agricultural and Mechanical College has use for the land herein described, the association will exhume all remains and remove them from the premises of the College. The exhumation, removal, and reinterment of the remains will be at the expense of the estates of the deceased members or of the living members surviving their deceased relatives whose remains are involved.

#### ARTICLE FOURTEEN

The association assumes responsibility to the Board of Directors of the Agricultural and Mechanical College of Texas for the organization and maintenance of the cemetery and will never assert any liability, pecuniary or otherwise, against said Board and Prairie View Agricultural and Mechanical College in relation thereto.

#### ARTICLE FIFTEEN

At a regular or called meeting, within a reasonable time

from the date hereof, the Board of Trustees shall adopt a constitution and set of by-laws governing the association. Conditions and regulations for membership in the association will be promulgated and membership fees and annual dues will be established. Any other by-law may be passed that will, in the judgment of the Board of Trustees, be of benefit to the association. Rules will be established providing for amendment to the constitution and by-laws and the procedure to be followed. The constitution, by-laws, rules and regulations, shall not become effective until approved by the President of Prairie View Agricultural and Mechanical College and the Chancellor of the Texas Agricultural and Mechanical College System.

#### ARTICLE SIXTEEN

The association shall not begin operation until the Articles of Association as herein set out have been approved by the President of Prairie View Agricultural and Mechanical College and the Chancellor of the Texas Agricultural and Mechanical College System.

In Testimony Whereof, this instrument is executed on this \_\_\_\_\_ day of March, 1962.

Article I NAME

Section 1 The name of this organization shall be the Prairie View College Community Memorial Park Association, herein after in this constitution referred to as the Memorial Park Association, the Association or M.P.A.

*Be -  
Change  
slightly*

Section 2 The land ~~acquired or otherwise~~ obtained by the M.P.A. shall be designated as the ~~College Community Memorial Park, Association~~

*Designated by Board of Directors for use*

*See - Change*

*Cemetery*

Section 3 A permanent plaque bearing the names of the charter members of this project be attached and maintained in the proper place at such a time that funds are available and construction of entrances completed. Said charter members shall be those persons identified in Article III section I of this constitution.

*7*

Article II Purpose

Section I The purpose of the M.P.A. shall be:

A. To secure land for the purpose of placing the last remains of employees, former employees and members of their immediate families. *Rec. - revision or slight change of wording*

B. To manage, operate and maintain perpetual care of such properties at a first class level. ✓

C. To sponsor at the proper times ceremonies in the memory of those who served in the Prairie View College Community. *Submit a list of names*

*Submit a list of names*

✓ Revised

Article III MEMBERSHIPS

*note - I do not find membership in the articles of the assn (A & M Col)*

✓

Section 1 Charter Members

All employees or former employees of Prairie View A & M College or members of their immediate families paying \$50.00 within five months after the adoption date of this constitution shall be considered as charter members of this Association and shall be given a title to two grave lot.

✓

Section 2 Regular Members

All employees or former employees of Prairie View A & M College or members of their immediate families purchasing grave lots at cost set by the charter members of the M.P.A. in the first regular or called meeting five months after the adoption date of this constitution.

✓

Section 3 Rights of Members

All members shall have the same rights with the exception of miners who shall not have voting privileges.



Article IV MANAGEMENT

Section 1 Legislative Power

A. The Legislative body of the M.P.A. shall be the adult members of the Association being currently in good financial standing at the time of regular or called meetings.

B. All rules and regulations of the M.P.A. shall be the sole responsibility of this body. *note - Should this also state "provided such legislation is not in conflict with the Articles of the Association as prescribed by the Board of Directors of the Agency with effect 22 May according to minutes Order No. 46-62 passed by the Board's Regular meeting February 24, 1962"*

Section 2 Administrative Authority

The business affairs of the M.P.A. shall be handled by an executive committee <sup>Comprised</sup> of the following positions and responsibilities:

A. President of the Association and Chairman of The Executive Committee.

1. Call and preside over all meetings.
2. Appoint committees not provided for in the Constitution.
3. Review reports and prepare annual reports.
4. Sign checks
5. Prepare proposed annual budgets

B. Vice-President

1. Investigate all legal matters relative to the M.P.A. and advise the Executive Committee of same.
2. Prepare, develop and supervise the layout plot plan.
3. Direct release of lots and titles handling the paper work and records of this operation.

Article IV Management Cont'd

B. Vice-President Cont'd

4. Assist the President and serve as president in his absence.

C. Secretary

1. Keep records of Executive Committee and Association meetings.
2. Receive all funds of the M.P.A. and turn same over to the treasurer.
3. Sign all orders for the paying of bills and pass on to treasurer for the writing of checks.

D. Treasurer

1. Receive all funds from Secretary, bank and keep records of same.
2. Sign all checks as per order from the Secretary, obtain counter signature of President or Vice-President and pay to person or persons due.

E. Chairman of Maintenance Committee (5 Members)

- ✓ 1. Supervise the day to day maintenance and care of the College Community Memorial Park.  
M.P.A.
- ✓ 2. Let all contracts for maintenance and improvements. *subject to prior approval of the Board of trustees*
- ✓ 3. Sign all orders for payment of maintenance and improvement bills, *subject to prior approval of Exec. Com.*
- ✓ 4. Solicit donated labor and services in maintenance and care.

Section 3      Amendment to the Constitution

The Constitution of this organization may be amended only in the regular meetings of the Association and by 2/3 majority vote of members present.

Section 4      100 % of all unrestricted donations for the first twelve months and 50% for the second twelve months be invested in savings in order to secure the continued operation of this Association.

Article IV Management Cont'd

F. Chairman of Membership and Finance (5 members)

1. Organize and direct membership and finance drives.
2. Collect funds for lots and maintenance and report same to Secretary of M.P.A.
3. Turn in to Vice-President the necessary orders for issuance of ~~titles~~ *permits* to grave lots.
4. Solicit funds for maintenance and care from clubs and organization.

G. Historian

1. Keep a permanent record of the organization and development of the M.P.A.
2. Keep a permanent record of the obituaries of persons placed in the ~~College Community~~ Memorial P. Park.

3. To <sup>authorize and/or</sup> direct all ceremonies in the memory and honor of persons placed in the Memorial Park at the proper time and in the proper manner. ~~in Memorial Day or Founders Day~~  
*ie. Memorial Day or Founders Day*
4. ~~Record~~ *See that all Vital Statistics*  
*of person entered in the MPA are*  
*Recorded in the Boardwalk Co*  
*Court House*

## Article V ELECTION OF OFFICERS

### Section 1 Terms

All officers shall be elected for terms of one year and for as many terms as desired by the association.

### Section 2 Election System

- A. A nominating committee appointed by the President thirty days before the date for election shall nominate one or more persons for each position provided in the Constitution.
- B. Voting shall be done by ballot prepared by the committee, in a regular meeting of the Association.
- C. Only adult members present at regular or called meetings shall have the right to vote.

Section 1

Maintenance and Improvement Fee

*for Byls*

- A. A maintenance and improvement fee of \$\_\_\_\_\_ per year, per lot will be shared each member.
- B. When families of non members purchase a lot for immediate use a maintenance and improvement fee of \$50.00 shall be added to the cost of the lot.
- C. When members are not current with the annual fee of \$\_\_\_\_\_ per lot, per year for maintenance then families must pay the unpaid part of the amount of \$50.00 before their lots may be used.
- D. No fee will be charged the families of any lot after it has been used, however, contributions will be accepted.

Section 2

Maintenance and Improvement Operation

- A. The association members shall assume the moral obligation of donating labor, equipment and money for the maintenance and improvement of the College Community Park.
- B. The maintenance and improvement committee shall plan, direct all maintenance and improvement of the College Community Memorial Park.
- C. Expenditures for maintenance and improvement may not exceed the amount voted by the association in a regular or called meeting.
- D. The standards of maintenance and improvement are to be directed toward the best examples of modern Memorial Parks.

✓  
1. REGULAR ASSOCIATION MEETINGS

The regular meeting of the Association shall be twice per year on the following dates:

1. The fourth Sunday in October.
2. The fourth Sunday in April.

At a time and place to be set by the President of the Association.

2. CALLED MEETINGS

At the discretion of the President.

3. QUORUM OF THE M.P.A.

Twenty per cent of members in good financial standing when notices by mail ----- have been given to all members at least five or more than fifteen days prior to the date of the meeting.

4. EXECUTIVE COMMITTEE MEETINGS

The Executive Committee shall meet at least once per month at a time and place agreeable with the majority of the members and on call from the President.

5. QUORUM OF EXECUTIVE COMMITTEE

When five members are present and all members have been given at least 48 hours and not more than five days notice.

6. SPECIAL COMMITTEE MEETINGS

A minimum of once monthly and as often as necessary for the work of the committee.

Article VII By-laws Cont'd

7. QUORUM FOR STANDING COMMITTEES

Three of the five members - when notices have been given at least 24 hours and not more than five days.

8. RELEASE OF FUNDS

Funds of the association are to be released in the following manner:

1. Orders for payment of funds must originate from one of the following committees:
  1. The Executive Committee
  2. The Maintenance and Improvement Committee
2. Orders should bear the signature of three members of the committee and presented to the Secretary in two copies.
3. The Secretary should record the expenditures, file one copy of the order and pass to the treasurer for payment.
4. The Treasurer shall prepare the check and secure the signature of either the President or Vice-President and release for payment.
5. Unless otherwise agreed all payment should be made within thirty days.



## Duties of Committees -

The Executive Committee consisting of the President, Secretary and Treasurer of the Board of Trustees, ~~to~~ ~~is~~ ~~im~~ ~~power~~ ~~ed~~ ~~to~~ ~~act~~ ~~on~~ ~~matters~~ ~~of~~ ~~and~~ ~~two~~ ~~or~~ ~~more~~ ~~addition~~

*Handwritten initials*

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*Dr. T. R. Solomon*  
*Mr. J. C. Williams*

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