

## De La Ossa Family Cemetery Foundation

### Meeting Minutes

Thursday, January 15<sup>th</sup>, 2026, 7 PM

Google MEET Invite for remote attendees

☐ **Call to order** at \_\_\_\_\_ PM \_\_\_\_\_

- Secretary -Roll Call: Remote attendees via Google MEET =
- Secretary- approve minutes from 10/17/25

Current Directors (effective 10/07/2024) – Same as prior meeting No Change

Current Officers (effective 11/07/2024-11/07/2029) – Same as prior meeting No Change

### **OLD BUSINESS**

1. Family picnic and cleaning (and celebration) held on Sat Nov 1<sup>st</sup>
2. Continue a delay in changing monthly electric bill into foundation name from Maureen De La Ossa until some fund raising complete and funds available to pay this regular utility bill.

### **NEW BUSINESS**

1. ACTION ITEM: Discuss a new website, costs, plan what to include – **(PLEASE REVIEW IN ADVANCE THE ATTACHED PROPOSED FOR FEEDBACK, SUGGESTIONS, EDITS, ETC)**

Adele will take lead on set up of website

2. ACTION ITEM: Propose a shared Google Calendar – open to all to help organize use of chapel or events at cemetery. Will be incorporated into the website for all De La Ossa's to secure dates and times on a first come first serve basis.
3. Chose a date for first work activity to repair window glass, add to website to solicit help. Additional vandalism repair – Audra getting another piece of glass

#### DISCUSSION ONLY ITEMS:

- a. Plans for lock box with keys available to all to gain access after authorized by call to board member who will give the current code for opening. New code and rotate each time new person in charge of fielding the calls, discuss rotation of responsibility to handle these calls ie: monthly, quarterly, biannual, annual, etc with each board member.
  - b. Ask Katylynn to commit to a once-a-month post on FB, Instagram and anything to direct people to webpage to help with donations, once website is live.
  - c. Post our agendas 24 hours in advance here, secretary will have access to this website
  - d. Post minutes 48 hours afterwards, Secretary will have access to website to post
  - e. Yearly reports on financial status, Treasurer will have access to website to post
  - f. Treasure will handle any donation letter requested and use specific working and reference the EIN
  - g. Rotating of contacting person (quarterly, biannual, annual, etc)
  - h. Keep Map updated with any future burials – Sergeant of Arms – Bill Beyerle
4. standard operating procedures/ guidelines for a burial, ie: first come first serve, create and review a plot map for what is available, or reserve a spot?? How to do that? Not open public cemetery, create and add new bylaws that addresses

**Future Business -(THESE WILL NOT BE REVIEWED AT THIS MEETING JUST KEEPING ON AGENDA)**

- A. Instructions on how to proceed with use of chapel and/or cemetery (**protocols**) THIS NEEDS TO BE AN INPERSON MEETING WITH ALL BOARD TO DISCUSS, AND COME TO UNANIMOUS AGREEMENT ON ALL PROTOCOLS/PROCEDURES
  - B. If approved secure purchase of a Porta potty, locked in metal cage, same key as front to open and access, instructions for large gathering to order and self pay for clean out. Choose a date for window repairs and placement of lock box with keys to access, we should deliver a porta potty
  - C. Consider correction of existing burials that are not to standard, one a very shallow grave, consider squaring current locations, consider concrete borders, establish walking paths with color gravel
  - D. Discuss and plan for new fencing for boundaries and new signs
- 5. Statues all missing from the chapel – any follow up necessary on this?
  - 6. Patagonia Regional Times wants to produce an article – use this to promote new website and work on first fundraising
  - 7. Budget planning and review for 2026 & FY 2027

**Administrative Additional Comments** – None

**CALL TO PUBLIC –**

**Next Meeting** \_\_\_\_\_ PM **IN PERSON**

**Adjournment at** \_\_\_\_\_ PM