

# De La Ossa Family Cemetery Foundation

## Agenda

Friday, January 30<sup>th</sup>, 2026

In Person Meeting

**Call to order** at \_\_\_\_\_ P.M.

- Secretary -Roll Call: Remote attendees
- Secretary- approve minutes from 01/15/26

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

**REPORTS** – Financial report from Audra

**CALL TO PUBLIC** -

**OLD BUSINESS**

Update on Progress of new website authorized to move forward at last meeting.

- web address secured and purchased for \$10/year
- address will be [www.delaossafamily.org](http://www.delaossafamily.org)
- submitted initial photos gathered from various families for start of building pages
- Paid the down payment to website builder team (Phoenix Az Ad Agency) OF \$1000
- Balance due of \$495 in the future
- Website will be complete and up and running in 30 days maybe sooner
- Phoenix website designer will be in Patagonia and travel to Lochiel on Sat Feb 7<sup>th</sup> to take pictures himself
- The Board needs to discuss what to include on website (see new business on agenda)

**NEW BUSINESS**

**ACTION ITEM**, DISCUSS, ASK QUESTIONS, MOTION AND VOTE REQUIRED

Proposed pages for template of website:

- A. About (Mission, Vision, History, Interactive Calendar, About [bylaws, board contact info, board news including Agendas/Minutes/Official Documents])
- B. Support/Donate (ways to donate, Zelle (use QR Code), In person at Chase Bank, Mail check, money order, cashiers check to PO Box, In person/collection jar at ?, How to request official letter for tax purposes?)
- C. Events organized in chronological order with dates
  - a. Past – Family Reunions, completed work projects, family gatherings
  - b. Future – Family Reunions, Upcoming work projects, family gatherings
  - c. Suggested – place to submit suggested ideas for fund raising, gathering, work projects that need to be done, etc.
- D. **Services/Procedures**

- a. Directions to locations, access to chapel options (lockbox), amenities available, accessibility
  - b. Burial space guidelines (ie: flow chart to show how each person can go about this on their own based on first come first serve) *Example: Go to website [www.delaossafamily.org](http://www.delaossafamily.org) Choose service date on interactive calendar (requires Name of Event, organizer of event contact name, phone number, respective date, respective time frame) Choose burial location based on map of existing verses future plots by number, organize all services yourself, after event complete submit data for recording (name – DOB/DOD/DOB/, any additional info on spot, misc notes, headstone YorN?, concrete slab YorN?) final step DFCE update plot map*
  - c. FAQ? Section
- E. standard operating procedures/ guidelines for a burial, ie: first come first serve, create and review a plot map for what is available, reserve a spot?? How to do that? Not an open public cemetery, create and add new bylaws that addresses this?

## **CALL TO PUBLIC -**

### **FUTURE BUSINESS** (these items tabled until next meeting)

1. Choose 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
2. More details needed later on these:
  - 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. Can Katylynn do 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 on website, 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
    - A. Porta Potty? 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.
    - B. Discuss and plan for new fencing for boundaries and new overhead metal sign
3. Statues all missing from the chapel – any follow up necessary on this needed?
4. Patagonia Regional Times wants to produce an article – use this to promote new website and work on first fundraising
5. Budget planning and review for 2026 & FY 2027

**Next Meeting** \_\_\_\_\_ PM

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