

RULES AND BY-LAWS

OF

**STRASBURG CEMETERY
ASSOCIATION**

**ADOPTED MARCH 16
1936**

Rules and By-Laws

ARTICLE I

The affairs of the Strasburg Cemetery Association shall be conducted by a board of six managers, a majority of whom shall constitute a quorum.

They shall be elected by the votes of the lotholders on the fourth Tuesday of March in each year, between the hours of two and four p. m. And it shall be the duty of the managers to give at least (10) ten days previous notice of the time and place of holding such election, by not less than (6) six written or printed notices in public places in the Borough of Strasburg, or by the insertion of said notice in the local paper. And provided, no election shall be held at the time aforesaid, the officers of the preceding year shall continue in office until an election is held.

At all elections held by the association each lotholder, or the person having charge of the lot or lots of a deceased holder shall be entitled to one vote. All persons entitled to vote are required to vote in person, no proxies will be allowed or received.

Those having charge of lots as provided above shall be registered as such with the secretary.

ARTICLE II

Section 1. The board of managers when elected shall organize on the first Tuesday in April each year, by electing a president, secretary, treasurer and superintendent.

The regular meetings of the board shall be held on the first Tuesday evening of the months of April, June, August, October, December and February, at 7:30 o'clock p. m.

The fiscal shall begin on the first Tuesday of April in each year.

Section 2. President—It shall be the duty of the president to preside at all meetings of the board. He shall sign all orders drawn on the treasurer for such money as by vote of the board is ordered. He shall appoint all committees that may be required in conducting the business of the association. The president, secretary and treasurer shall constitute a committee to look after the invested funds, and report from time to time to the board.

The president and treasurer shall sign all deeds.

Section 3. Secretary—The secretary shall keep accurate minutes of the proceedings of the board, attest all orders drawn on the treasurer by the vote of the board. A diagram of the grounds shall be in the possession of the secretary, who shall sell and measure off all lots, and collect all moneys due the association for the sale of lots, digging of graves, issuing permits, etc.; and pay the same to the treasurer, taking his receipt for the same.

He shall keep a record of the date of burial, the number of the lot, and the section in which the lot is located, in a book furnished for that purpose.

He shall prepare the deed for each lot sold, and have it signed by the president and treasurer, and deliver it to the proper party upon receipt of the price of the lot.

Section 4. Treasurer—It shall be the duty of the treasurer to receive all moneys collected by the secretary, and from all other sources due the association and keep them in such place of deposit as shall from time to time be directed by the board.

He shall pay all orders issued by the board, signed by the president and

attested by the secretary. He shall give a bond in such amount and with such securities as the board may require.

Section 5. Superintendent—The superintendent shall have the management of the cemetery grounds. He shall superintend the digging of all graves, mowing of lots, and the general upkeep of the grounds. All funerals shall be under his management, and he shall make a report at each meeting of the board.

ARTICLE III

No interment shall be made without a permit from the secretary.

The depth of all graves shall be in strict conformity to the State laws.

The charge for digging graves shall be as follows: Children, 2½ to 3½ foot, wood cases, \$5.00 to \$6.50; 4 to 4½ foot, wood cases, \$8.00; youth's 5 to 5½ foot, wood cases, \$10.00; adults, wood cases, \$12.00; metal or concrete cases, \$15.00; with extras for rock, deep frost and shoveling snow.

The charge for digging the grave shall be paid to the secretary at the time of receiving the permit.

ARTICLE IV

No lot owner will be allowed to plant shrubbery without permission of the superintendent. And no corner posts or enclosures of any character will be permitted.

ARTICLE V

All graves shall be dug at least six inches within the lines of the several lots, and all tombstones shall be placed not less than six inches from any of the walks.

ARTICLE VI

No sale or transfer of burial lots shall be valid without the permission or approval of the board of managers, and for which transfer the secretary shall receive the sum of fifty (.50) cents.

For new deeds a charge of one (\$1.00) dollar will be made.

ARTICLE VII

Amendments or changes to these by-laws must be submitted to the board in writing at one stated meeting previous to action being had thereon, and when considered, may be amended or changed, provided, such amendment receives a majority vote of the entire board.

ENDOWMENT FUND

Lot holders, lot holders now deceased and friends and relatives of deceased lot owners, have from time to time given, devised or bequeathed certain sums of money sufficient to care for their lots perpetually.

The funds thus received have been placed in a trust fund by the board, known to them as an "Endowment Fund," and the income received therefrom is used for the purpose for which it was given.

The board most earnestly calls the attention of lot owners to the advisability of this most worthy plan, as there are lots in our cemetery whose families, friends or relatives can not be found.

It is the sincere hope of your board of managers that this fund will continue to grow, to the end, that in the not too distant future it may be sufficient to care for the entire cemetery in a manner befitting the last resting place of our loved ones.