

Effective: January 1, 2016

**BYLAWS  
of the  
VALLEY VIEW CEMETERY ASSOCIATION**

**I. Purpose/Mission:**

The Valley View Cemetery Association is a non-profit organization devoted to the maintenance care, and operation of the Valley View Cemetery for the purpose of providing a suitable location for the burial of human bodies.

**II. Membership:**

All persons who have purchased or in the future purchase lots in the cemetery shall become members of the Association.

To purchase a cemetery lot(s), the person(s) requesting such purchase must either currently reside in the Valley View Community (as defined by the borders of the Valley View Independent School District) or have family already buried in the cemetery.

**III. Directors:**

The Association shall have a Board of Directors comprised of seven (7) individuals, elected for two (2) year terms. Qualifications for a Director shall include having family members interred in the Valley View Cemetery and/or living within the Valley View Community.

**IV. Officers:**

The Association shall have a President, Vice-President, and Secretary-Treasurer selected from among the seven (7) Directors, and elected by majority vote of the Directors. Term of each office is one (1) year.

**V. Meetings:**

The Board of Directors shall have an annual meeting during the first quarter of each year for the purpose of election of officers for the following year. A financial report and minutes of the previous meeting shall be made available to all

Board members. Regular and called meetings of the Board of Directors shall be held as designated by the President.

## **VI. Association Funds:**

The funds of the Association may be used in only three (3) ways:

- A. For the ordinary and necessary expenses of operating, maintaining, and improvement of the cemetery.
- B. As payment for the acquisition of additional cemetery property.
- C. For creating a fund to provide a source of income for the ongoing care of the cemetery, or a reasonable reserve for any ordinary or necessary purpose relating to operations of the cemetery or the Association.

**TRUSTS:** The trust fund shall be maintained for the purpose of generating interest income to be used for general operating funds if needed. Only the interest from the trust fund CD shall be used.

The Board of Directors shall insure that three (3) appointed trustees shall serve as members of the Valley View Cemetery Trust Fund. Current trustees shall be set forth in a trust instrument recorded in the Cooke County Deed Records.

**DONATIONS:** Donations may be made to either the General Fund or Trust Fund; non-designated donations will go automatically into the General Fund.

## **VII. General Policy**

- A. A simple majority vote of the Board of Directors shall be required to enact or alter these By-Laws, or to conduct other business of the Association.
- B. Burial plots cannot be resold or transferred to individuals, but shall be repurchased by the Association at the original purchase price.
- C. Upon request for purchase of a burial site, a representative of the Association shall meet with the purchaser or their representative to determine available location(s).

D. Corner markers for lots shall not extend more than one (1) inch above ground level; curbs shall not be allowed.

E. All burial sites should have a permanent stone or marker installed within eighteen (18) months from the time of burial.

F. The Board shall have authority to remove any obstacle that causes any exceptional difficulty or hazard in caring for and maintaining the cemetery. All graves are to be leveled in a timely fashion.

G. Cremation:

1. Burial of cremated remains must be approved by the Cemetery Board or its designated representative.
2. Suitable urns shall be used, and shall be buried at least two (2) feet below ground level.
3. A maximum of four (4) urns may be buried on an individual plot, but no more than one (1) with a traditional casket burial.
4. Permanent headstones or markers shall be required to denote each burial.

## **VIII. Dissolution**

Upon dissolution of the association, the Board of Trustees shall, after paying or making provisions for the payment of all the liabilities of the association, dispose of all the assets of the association exclusively for the purposes of the association in such manner, or to such organization or organization organized and operated exclusively for charitable purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine.

Valley View Cemetery  
Board of Directors;

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David Barthold

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Terry Barthold

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Yuton Harris

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Nelda Hudspeth

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Kevin Kemplin

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Norman Newton

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Gayle Ward