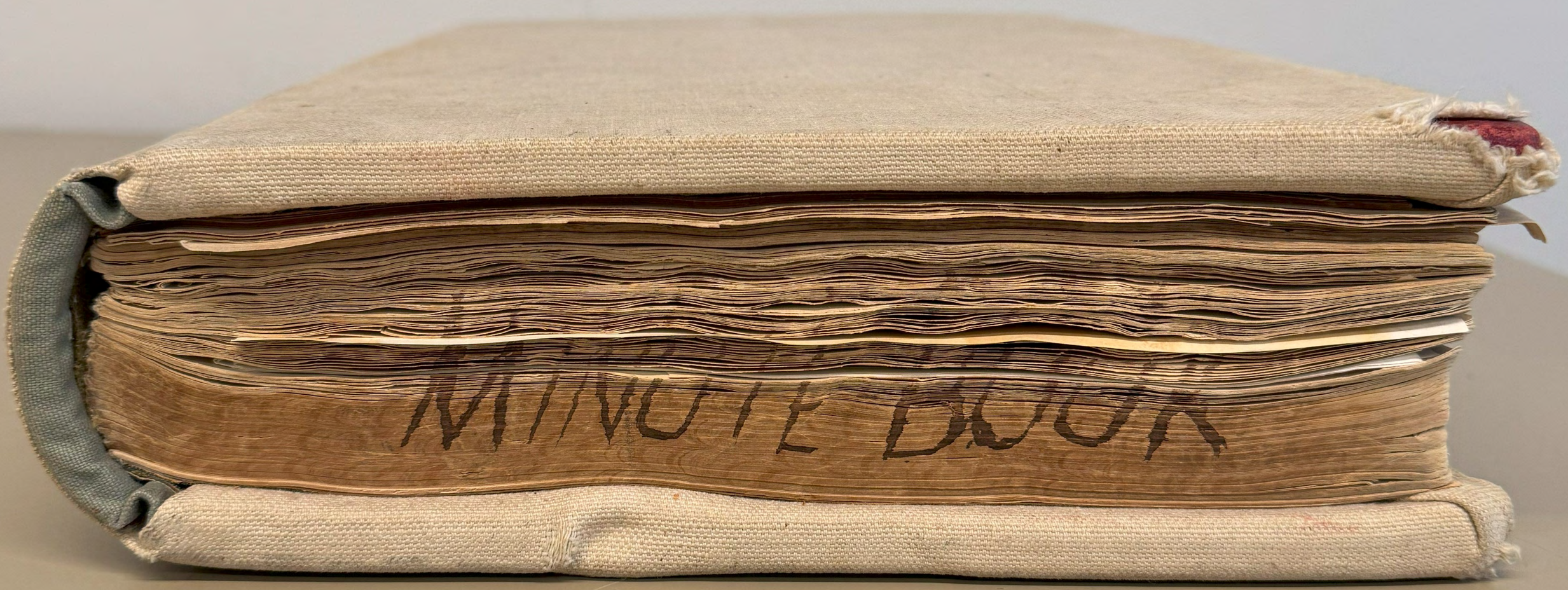
MINUTE
BOOK

GLENWOOD
CEMETERY
ASSOCIATION


MINUTE BOOK

Record of Meetings

held

by the

Stockholders and Directors

of the

Houston Cemetery Company

Commencing

July 31st

1886.

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A communication from Mr. H. A. Kipp, the engineer engaged to install a storm water pump, in which he advised that plans and specifications were now in course of preparation and would be submitted in a short while, was read and ordered filed.

Mr. W. D. Cleveland advised in his letter of June 2, 1925, that something should be done to correct the nuisance due to the dusty condition of the roads. Upon motion of Mr. Scott, seconded by Mr. Dickson, the Secretary was requested to secure estimates of the cost of laying a hard surface over the main road leading from the Washington Street entrance through the Cemetery and over to the Forest Mound Section, and the cost of doing similar work on the West Side Drive. The matter of remedying the situation in this manner or in some other way was left to the Executive Committee with power to act.

The action of the Secretary in declining to enter into any agreement to pave West Capitol Avenue at Hemphill Street, abutting the Cemetery's property, was approved, as the Association had already been subjected to heavy expense as its share of paving on Washington Street, and this additional work at the intersection of West Capitol and Hemphill did not seem to be warranted by conditions there.

Upon motion duly seconded and carried the Secretary was authorized to regulate the salary of the superintendent and assistant superintendent in any way he deemed to be advisable, the maximum in the former not to exceed $200.00, and in the latter, $150.00 per month.

The Secretary was also authorized, by a motion duly seconded and carried, to develop that section of the Cemetery commonly known as "Catholic Hill."

Regret was expressed by those present that certain Trustees had never attended any of the meetings of the Board. It seemed to be the consensus (of opinion) that if this were due to indifference on their part, that the offending members might be willing to retire from the Board so that these vacancies might be filled by others who would take more interest in the affairs of the Cemetery. It was suggested that some of the officials endeavor to work out a means to this end.

Upon motion of Mr. Dickson, duly seconded and carried, all the officers and members of the Executive Committee were re-elected, to-wit: Jas. A. Baker, President, John T. Scott, Vice-President, P. B. Timpson, Secretary and Treasurar. The members of the Executive Committee are W. S. Cochran, W. D. Cleveland, W. M. Rice, P. B. Timpson and Jas. A. Baker, ex officio chairman.

Mr. Scott's motion prevailed that the present arrangement with the Houston Land & Trust Company to keep the books and records etc., be continued.

Adjournment was then had upon motion.

P B Timpson
Secretary.

Houston, Texas, July 24, 1925.

A special meeting of the Executive Committee was held this date at which were present Messrs. Cochran, Cleveland and Timpson. Committeemen Baker and Rice were absent from the City. Two of the Trustees, Messrs. Dickson and Scott, were also present, as well as Engineer H. A. Kipp.

Mr. Kipp explained the details of the proposed storm water pumping system, resurfacing two of the main roads with asphalt, and the proposed road around the Catholic section. He also submitted the estimated cost of all this work.

Mr. Cleveland's motion, seconded by Mr. Cochran, prevailed that a contract be let to install the pumping system, the cost of which, including the housing of the pump, was estimated to be $5,000.00.

Mr. Scott moved that two of the main driveways be applied with a one course of inverted penetration asphalt treatment, at an estimated cost of 35¢ per square yard, which, according to Engineer Kipp's estimate, would amount to $2520.00. This motion was seconded by Mr. Dickson and carried.

The plan of building a new roadway around Catholic Hill and re-platting same was approved upon Mr. Cleveland's motion, seconded by Mr. Cochran. Mr. Kipp stated that the cost of building the road would be approximately $900.00.

Adjournment was taken upon motion.

P B Timpson
Secretary.

MEETING OF THE BOARD OF DIRECTORS
GLENWOOD CEMETERY INCORPORATED

June 16, 1977

The annual meeting of the Board of Directors of Glenwood Cemetery, Incorporated was held this date at 3:00 p.m. in the Trust Department of Texas Commerce Bank with Directors James A. Baker, III; Robert L. Dabney; Thomas L. Carter; Carl W. Schumacher, Jr.; W. McIver Streetman; F. Carrington Weems; Knox E. Wright; C. I. McLean and W. Oscar Neuhaus present.

The minutes of the annual meeting held June 17, 1976 were read and approved. Mr. Wright advised that the Pension Plan had been dissolved as mentioned in last year's minutes and that the house which was vacant at that time had not been rented but is currently occupied by the cemetery's mechanic.

A motion was made by Mr. Carter for the approval of the acts of officers during the past year. The motion was seconded by Mr. Schumacher and approved unanimously.

Mr. Streetman made the following nominations for officers for the year 1977-1978:

President - F. Carrington Weems
Vice President - Knox E. Wright
Secretary - Carl W. Schumacher, Jr.
Treasurer - W. Oscar Neuhaus

The motion was seconded by Mr. McLean and the officers were elected as nominated.

Thomas D. Hogan of the Texas Commerce Bank Trust Department presented the annual accounting for the year ending April 30, 1977. A discussion was held regarding the differences of the three Glenwood Cemetery accounts. There was no further discussion concerning the annual accounting.

Paul Hanagriff of the Texas Commerce Bank Trust Department discussed the cemetery operations. Mr. Hanagriff recommended an increase of $0.15 for the two employees with longest tenure to be effective July 1, 1977 and an increase of $0.10 to be effective January 1, 1978 ($3.50 to $3.75); $0.15 per hour for two other employees effective July 1, 1977 ($3.00 to $3.15) and a $0.10 per hour increase for four other employees effective July 1, 1977 ($2.90 to $3.00). He recommended an increase in the Superintendent's salary from $1,100.00 per month to $1,200.00 per month and an increase in the mechanic's salary of $50.00 per month to be effective July 1. Mr. Wright moved that these increases as recommended be approved. Mr. Dabney seconded and the motion was passed unanimously.

Mr. Hanagriff advised that during the ensuing year expected purchases of equipment would consist of: 4 lawnmowers, 2 weedeaters, 2 canopies and 1 adding machine. Mr. Hanagriff advised that they are planning to have the office painted but are in the process of determining the most appropriate method.

Mr. Weems appointed the following committees:

Investment Committee

Mr. Neuhaus, Chairman
Mr. McLean
Mr. Weems

Operations Committee

Mr. Carter, Chairman
Mr. Wright
Mr. Weems
Mr. Schumacher

Legal Committee

Mr. Baker, Chairman
Mr. Dabney
Mr. Charles Saunders

Lot Design Committee

Mr. Wright, Chairman
Mr. Streetman
Mr. Schumacher

INTEROFFICE MEMO

DATE

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THE 1978 MINUTES, AND ALL FUTURE MINUTES, ARE IN THE NEW " BOOK OF MINUTES ".