

Constitution and By-Laws of the Burton Springs Cemetery Association

Article 1. This organization shall be known as the Burton Springs Cemetery Association.

Article 2. This organization is organized solely for the purpose of seeing that the rules and regulations as set forth in these Constitution and By-Laws are carried out and to see that the Burton Springs Cemetery is properly maintained. The association will be responsible for the receiving of funds for ordinary and necessary expenses of operation, maintenance, improvement of the Cemetery, and other causes as set forth in these By-Laws.

Article 3. The Burton Springs Cemetery Association shall be a non-profit organization and the distribution of its funds will be in such a manner that it will qualify as an exempt organization under Section 501(c) (3) of the Internal Revenue Code as amended.

Article 4. Membership of the Burton Springs Cemetery shall be composed of only relatives of those buried or with headstones at the Cemetery and only current landowners of property located in Jack County. There shall be no membership dues charged by the association. Each member of this organization will have one vote to cast upon any ballot called in the order of business of this organization.

Article 5. Only relatives of members of the association may be buried at Burton Springs Cemetery. Prior to a burial or placing of a headstone, a donation of \$400 shall be paid to the association. Such funds shall be used solely for the maintenance and improvements of the Burton Springs Cemetery. Fees may be adjusted by majority vote of the Board of Trustees.

There have been burials at the Burton Springs Cemetery since 1880. It is possible there are remains in locations that are without grave markers. Any such remains that are discovered when attempting to open a grave site shall be respected and not disturbed. Opening and closing of graves must be coordinated through the Jacksboro, Texas funeral home.

Article 6. The powers and authority of this organization shall be vested in its officers and directors duly elected by the membership.

Article 7. An annual meeting shall be held on the third Sunday of May at 1:00 each year at the Burton Springs Cemetery. A quorum shall consist of those present. After the meeting a workday shall commence for clean-up and maintenance of the cemetery. A called meeting may be held at the discretion of the President at any time, provided it is announced in a Jack County publication two weeks prior to the meeting.

Article 8. Officers shall be a President, Vice-President, and Secretary-Treasurer. They shall be elected at the annual meeting by those present and serve for a term of one year. Three Directors shall be elected and will serve life terms. Upon death of a Director a replacement shall be elected at the next regularly scheduled annual meeting. A Director may also be an officer. The Officers and Directors shall constitute a Board of Trustees. None of the Trustees shall be required to furnish any bond or surety.

Section 1. The President shall preside at all meetings of the organization and enforce all laws thereof. The President shall sign all necessary papers and documents that require a signature. The decisions of the President shall be final during the recess of this organization. The President shall present a summary of decisions at the next annual meeting.

Section 2. The Vice-President shall preside at meetings in the absence of the President and shall perform all other duties as delegated by the President.

Section 3. Secretary-Treasurer shall record all regular meetings of the organization. All receipts will be immediately deposited into a bank depository and recorded as to the designation of the donor. An annual report of receipts and disbursements shall be presented at the annual meeting.

Section 4. All withdrawals of funds from the bank depository will require the signatures of two officers.

Section 5. The Board of Trustees shall have the authority to designate a replacement for an unexpired term for an officer that is unable to fulfill their duties. The Directors will also serve in an advisory capacity and assist the President and other officers in all matters relative to the affairs of the Cemetery and the Association. A Director for life can be removed by the vote of a two thirds majority of the Board of Trustees.

Article 9. Any proposed changes to the Constitution and By-Laws shall first be approved by a majority vote of the Board of Trustees. The proposed changes shall be posted in the county paper one week prior to the regular annual meeting date. A two-thirds majority of association members present at the meeting will be required to change the Constitution and By-Laws.

Article 10. The officers shall be authorized to open all necessary bank accounts at any state or federally approved financial institution with offices in Jacksboro, Texas. All funds in any association accounts will be designated for the necessary expenses for the maintenance and improvements of the Burton Springs Cemetery.

Article 11. In the event of dissolution of the Burton Springs Cemetery, the Board of Trustees shall, after paying and making provision for the payment of all liabilities of the organization, place all remaining assets into the trust of an individual, individuals, or organization who will accept the responsibility of the disbursement of the funds as outlined in Article 2.

Article 12. The original organizing officers and directors shall be
President—????
Vice President—
Secretary-Treasurer—
Director—
Director—
Director—

FILED FOR RECORD

_____ O'CLOCK _____ M

APR 11 2023

**VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS**

BY _____ DEPUTY