

**BY-LAWS OF
THE VIENNA VILLAGE CEMETERY ASSOCIATION**

DATE ACCEPTED: MAY 18, 2008

5/18/08 is original acceptance date.

This is latest version as of: 5/21/23

**ARTICLE I
ASSOCIATION NAME**

SECTION 1: The name of the association shall be the Vienna Village Cemetery Association.

**ARTICLE II
PURPOSE**

SECTION 1: The purpose of the Association is the care and upkeep of the Vienna Village Cemetery location on Cemetery Road in Vienna.

The Association shall honor the request of the Trask family who were the previous owners of the cemetery land:

1. The cemetery plots will be sold only as single plots or double plots.
2. The cemetery plots will be sold only to the residents of the town of Vienna including current seasonal non-commercial property owners or to persons who already have residents buried in the cemetery.

(Article II, section 2 was updated and change by vote at the May 21, 2023 annual meeting.)

Amendment: On April 27, 2014, the membership voted to allow anyone to purchase a plot if the purchaser was related to a person already buried in the cemetery.

Amendment: On May 17, 2014, the membership voted to allow anyone to purchase a plot in the cemetery if the purchasers were related to a person already buried in the old cemetery subject to approval by the Board of Directors.

**ARTICLE III
MEMBERSHIP /DUES**

SECTION 1: Membership in the association shall be comprised of members who own plots in the cemetery or who have a relative buried in the cemetery.

SECTION 2: Each member shall have the right to vote, to participate in the conduct of the business meeting and to hold office.

Each member shall have (1) vote and must be present at the meeting for voting.

SECTION 3: Dues for each member shall be \$2 each year.

ARTICLE IV GOVERNANCE/ELECTIONS

SECTION 1: The power and authority to transact all business of the Association is vested in the Executive Committee, which is comprised of the elected officers, subject to the power and authority of the Members while in a general meeting of this Association.

SECTION 2: Officers: The officers of the Association shall consist of President, Vice President, Secretary and Treasurer.

SECTION 2a: Election of Officers: Officers of this Association shall be elected for a term of one (1) year.

SECTION 3: Board of Trustees: The Board of Trustees shall consist of three (3) members who are not officers.

SECTION 3A: Election of Board members: The election for a Board member shall be only when there is a vacancy due to resignation or death.

ARTICLE V DUTIES OF OFFICERS

SECTION 1: President: The President shall normally preside at all meetings of the Association.

SECTION 1a: The President shall serve as Sexton for the Association. As Sexton, he/she will be responsible for marking out the lot when a burial is needed.

SECTION 2: Vice-President: The Vice-President shall preside at the meetings in the absence of the President.

SECTION 3: Secretary: The Secretary shall notify the members of any meeting and shall keep the minutes of the meeting.

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SECTION 4: Treasurer: The Treasurer shall be responsible for monies received and paid out and shall give a report at each meeting.

SECTION 4a: The Treasurer shall be responsible for the sale of any cemetery plot, for issuing a deed and for providing a copy of the "Cemetery Ordinances" to the purchaser.

ARTICLE VI

SECTION 1: An annual meeting will be held on the first Sunday of May at 1:00 p.m. The place will be determined each year. The election of officers will take place at this meeting.

SECTION 2: Notice: Members shall be given notice of all meetings of this Association in writing or verbally a minimum of one (1) week in advance of said meeting.

SECTION 3: Quorum: Six (6) of the Association Members including the officers shall constitute a quorum for the transaction of business.

SECTION 4: Voting: A majority of the Association members present shall be required to carry a motion.

SECTION 5: Parliamentary Procedures: Parliamentary procedures shall be in accordance with these by-laws and Roberts Rules of Order.

ARTICLE VII MISCELLANEOUS

SECTION 1: If any of the provisions of these by-laws or any rule or regulation is held as violation of existing law, the other provisions of the by-laws, rules and regulation shall be separable and in full force and effect.

SECTION 2: Neither this Association nor any of its members, shall discriminate nor shall they be discriminated against by reason of race, color, national origin, sex, age or disability.

ARTICLE VIII AMENDMENTS

SECTION 1: These by-laws may be amended, repealed, or new by-laws may be adopted by the majority of the members present at any meeting or special meeting called for the purpose of amending, repealing or adopting new by-laws.

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