

Cemetery By-Laws

The committee chosen to draft and present by-laws for the rule, guide and government of the said corporation, having attended to the duty assigned to us, respectfully ask liberty to submit the following preamble by-laws for your consideration and adoption.

Article I.

NAME.

This corporation shall be known as the “Alna Cemetery Corporation”.

Article II.

LOCATION.

This corporation shall be located in the town of Alna, in the County of Lincoln and State of Maine.

Article III.

OBJECTS

The objects and purposes of this corporation are managing and protecting land and its appurtenances appropriated for a public cemetery and to improve, fence, enlarge by purchase of otherwise and to hold property by bequest or otherwise for a burying ground and to maintain and support and keep up said grounds and plats in good shape and repair.

Article IV.

METHODS.

Sec.1. The plan of operation shall be to secure the cooperation of all persons having an interest in the said Alna Cemetery Corporation by donations, bequests, gifts, sale of lots or otherwise.

Sec. 2 Each member of this Corporation may be expected to give one day in labor or its equivalent during each calendar year, all work to be done under the supervision of the Superintendent or a person or persons designated by the Board.

Article V.

MEMBERSHIP.

Any and all persons having friends or connections interred in the said cemetery, or to be interred, may on making application to said corporation and depositing ten dollars may become a member if elected by a majority vote and subscribing to the by-laws.

Article VI.

LIABILITY

The indebtedness of this corporation shall at no time exceed in amount the sum of its cash on hand and pledged subscriptions. The private property of member shall not be liable for corporate debts beyond the amount of their subscriptions.

Article VII.

OFFICERS

The officers of this corporation shall be a president, vice-president, treasurer, secretary and executive committee, with the power of the directors, consisting of five members of which committee the president, treasurer, vice-president and secretary shall be members ex officio, and such other officers and committees as said corporation may choose to elect to carry out any business or measure of said corporation.

All of the above executive officers shall be elected annually by oral nomination. There will be a second and the members of the corporation shall vote yeah or nay. Once approved each member shall hold office until their successors have been duly elected and qualified.

Article VIII.

DUTIES OF OFFICERS

Sec. 1 The president when present shall preside at all meetings of the corporation and executive committee and in his/her absence the vice-president. If both are absent the secretary shall call the meeting to order and chairman pro tem shall be chosen by vote.

Sec. 2 In the absence of the president from any cause, the vice-president shall perform the duties of president.

Sec. 3 The treasurer shall receive all money from each and every source for the benefit of

said corporation. He or she shall when the funds will permit pay the orders of the executive committee and shall at the annual meeting exhibit to the corporation all account of receipts and expenditures and a statement of the funds and property of the corporation. He or she shall give bond in such sum. And with such sureties (if required by executive committee) as the executive committee shall direct for the faithful discharge of his or her duty and the payment and delivery of all the property of the corporation in his or her hands to his successor of office. He or she shall also present a statement of the condition of the treasury to the executive committee when required.

Sec. 4 Secretary. It shall be the duty of the secretary to keep a correct record of all said at the meeting of the corporation, notify all officers of their election and give notice of the annual meeting by posting notices five days prior to said meeting, said notices shall be posted in the post office in said town of Alna, the Alna Town Office, and in other locations and media deemed useful by the Board. Said notices shall set forth the nature of the business to be transacted.

Sec. 5 The executive committee may have the power to make contracts and have general supervision of the corporate interests of said corporation.

Sec. 6 Superintendent. At the organization of the executive committee after each annual meeting the said committee may appoint some suitable person as superintendent of the cemetery who under the direction of the executive committee may have entire charge of the cemetery grounds. He or she may upon approval of the said executive committee, engage and discharge workmen and or volunteers and order and assign their respective duties. He or she shall see that all regulations of the cemetery are observed by persons working in the cemetery either by himself or herself or by owners of lots.

Sec. 7. The superintendent shall hold his or her office at the pleasure of the executive committee.

Article IX.

FOUNDATIONS

Sec. 1. No stone, tablet, tomb, vault of other superstructure shall be erected in the Alna Cemetery until a suitable foundation is laid in compliance with municipal or state law.

Article X

SALE OF LOTS

Sec.1 The executive committee is authorized to determine the price and sale of lots in the cemetery, fixing such price as in their judgement the location, surroundings and conditions of same seem to warrant,

Sec. 2. Single graves may be purchased in a section or sections set aside for that purpose by the executive committee at such price as they may determine.

Article XI

GRADING LOTS

Sec.1 The grade of all lots hereafter sold or exchanged shall be at a uniform grade of eight inches unless otherwise determined by the executive committee.

Article XII

PENALTY

Sec. 1 Whoever violates any provision in these by-laws or the laws of this State governing cemeteries, shall be responsible for restitution and costs, and legal fees.

Article XIII

QUORUM

Three members shall constitute a legal quorum to transact any business.

Article XIV

The annual meeting of this corporation for the election of officers and transaction of other regular business shall be held on the second Tuesday of February annually in the town of the Alna. Special meetings may be called at any time by the secretary on request of the executive committee.

Article XV

Sec.1. These by-laws may be amended at any annual or special meeting of the corporation provided the proposed amendments shall have been submitted in writing to the executive committee and the same ordered post as provided in these by-laws. A two-thirds vote of the members present shall be required to pass an amendment(s).

Sec.2. These by-laws shall become operative when adopted.

Revised May 4, 2022 2nd revision September 10, 2022

Committee on By-Laws

WM. N. TITUS

FRANK L.WEEKS

WM H. MARR

Alna, Me, 20, 1909

Revised: May 4, 2022

Committee on By-Laws

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Second Revision Accepted: September 10, 2022

Committee on By-Laws

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