

**COKER CEMETERY ASSOCIATION  
SAN ANTONIO, TEXAS  
BYLAWS**

**ORGANIZATION**

This Association was established for the purpose of preserving and maintaining a Historical Coker Cemetery located on North Loop Road in the City of San Antonio, County of Bexar, State of Texas. This Cemetery was donated March 6, 1873 to the Coker family and community by Mr. Joseph Coker and provides for the burial of bloodline descendents and their spouses. The Association shall be operated as a non-profit organization, with no personal benefit to any member of the Association. Chartered as Coker Cemetery Association, Charter No. 238639, September 15, 1967 by the Secretary of State, John L. Hill.

**MEMBERSHIP**

The Association is composed of members who meet the burial eligibility requirements.

**MANAGEMENT**

These Bylaws provide for the management and care of Coker Cemetery through the elected members of a Board of Trustees elected annually by the Association membership.

**MEETINGS**

The Board of Trustees shall set the time and place of the annual meeting or subsequent meeting as necessary to perform their duties for the betterment of the Association. The Annual meeting shall be held during the month of April each year, unless otherwise designated by Trustees. Association members shall be informed in writing by mail no less than seven days prior to said meeting.

**TRUSTEES**

Trustees shall be elected annually by simple majority of Association members present and may succeed themselves. The number of trustees elected shall be set and approved by the Association membership at the annual meeting. A trustee vacancy may be filled by the President with approval of a majority of remaining trustees.

**OFFICERS AND ADMINISTRATION**

Officers shall be elected annually from and by the newly elected trustees for the current year and requires a quorum and simple majority of those trustees present. A majority of the trustees is required for a quorum. Officers of this association shall be a President, Vice President, Secretary, and Treasurer. These officers may succeed themselves.

1. The President shall preside at all meetings and shall be charged with the responsibilities pertaining to policy, programs, management, business, properties, and performance. He may appoint such individuals and committees, as he may deem necessary to the accomplishment of his charge.
2. The Vice President shall, in the absence of the President, preside at all meetings of the Association and perform other assignments when requested by the President.

3. The Secretary shall keep the records of the Association proceedings and unless otherwise assigned by the President, conduct the correspondence, issue notices as are provided for in these bylaws and perform other and further duties as the President may request.

4. The Treasurer shall collect all monies and issue receipts for the same. He shall deposit all such monies in the name of Coker Cemetery Association with some Bank, Banker or Trust Company designated by the Board of Trustees of Coker Cemetery Association.

A. There shall be an audit committee appointed composed of three members of the Association to audit the accounts of the Treasurer and make a full report of their findings to the Board of Trustees annually.

B. The Treasurer shall make a complete report to the Association at the annual meeting of the Association.

#### **FINANCE**

The Board of Trustees of the Association shall review annually and designate a depository for funds of the Association. All funds withdrawn shall be by the signature of either the President, Treasurer or when designated, the Trustee in charge of grounds. The Board shall establish the procedure/requirement for the issuance of checks.

#### **RULES AND REGULATIONS**

Rules and Regulations for the government of Coker Cemetery Association provide for the Trustees to have full authority to prescribe such rules and regulations as necessary to insure proper management, maintenance, care, preservation, and for the security and protection of Coker Cemetery.

#### **BURIAL ELIGIBILITY**

Coker Cemetery was donated for the purpose of providing burial space for the bloodline descendants and their spouses. Original non-related settlers and their spouses and their descendants born prior to the year 1920 will also be eligible for burial in Coker Cemetery. Procedures for burial will be provided as an attachment to these bylaws.


## RULES OF ORDER

In the absence of a governing provision of these bylaws, Roberts Rules of Order, Revised shall apply.

## AMENDMENTS

Any Amendment to these Bylaws shall be proposed by resolution in writing. Such resolution may be discussed, amended, or otherwise altered in accordance with parliamentary procedure, and when called for a vote, shall be balloted upon at the meeting. If the Resolution or amended Resolution be adopted by a 2/3 majority vote of the members present, the same shall become effective. No vote shall be taken unless the Secretary has given written notice to all Association members, including the proposed changes, not less than seven (7) days prior to the date and time and place of such meeting.

  
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Bob Battaglia, Secretary

  
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Clarence A. Gerfers, Jr., President

Approval Date

4-25-04