

BY-LAWS

of

HOOKSTOWN CEMETERY ADOPTED  
February 1, 2020

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of  
HOOKSTOWN CEMETERY

**ARTICLE I**  
**NAME**

**SECTION 1** - The name of this nonprofit perpetual organization shall be HOOKSTOWN CEMETERY as set forth in deed of Elizabeth Fronk (unmarried) to James R. Laughlin, et al., as Trustees of and for the Hookstown Cemetery, dated February 6, 1923 and recorded in the Office of the Recorder of Deeds for Beaver County in Deed Book Volume 313 at Page 134 and also deed of Commissioners of Beaver County to Trustees of Hookstown Cemetery dated August 5, 1965.

**Section 2** - The organization shall operate without a formal seal.

**SECTION 3** - The headquarters and principal office of the organization shall be the business of William Laughlin, Trustee, William Laughlin Agency, 1322 State Route 168, Georgetown 15043 and the mailing address shall be c/o William Laughlin, Trustee Hookstown Cemetery, 1322 State Route 168, P.O. Box \_\_\_\_\_, Georgetown, Pennsylvania, 15043. The principal office may be relocated from time to time as directed by the Board of Trustees.

**ARTICLE II**  
**MEMBERSHIP**

**SECTION 1** - The actual founding of the organization known as Hookstown Cemetery dates back into antiquity and its exact origins have been lost, but was purportedly formerly call the "Little Red Meeting-House Cemetery" as referred to in deed from Elizabeth Fronk, an unmarried woman, to James R. Laughlin, J.C. Brooks and S. T. Campbell as Trustees of and for the Hookstown Cemetery (formerly called the "Little Red Meeting House Cemetery" dated February 6, 1923 and recorded in the Office of the Recorder of Deeds for Beaver County on March 5, 1923 in Deed Book Volume 613 at Page 134. All of the original

Trustees as designated in said instrument are now deceased. This deed conveyed two (2) acres of ground situate in Green Township, Beaver County, Pennsylvania. By deed August 5, 1965, the Commissioners of Beaver County did convey to Trustees of Hookstown Cemetery, Donald E. Laughlin, Howard C. Potts and Robert H. Campbell, a parcel known as Tax Parcel 62-19k-183 containing four tenths (4) of an acre situate in Greene Township, Beaver County, to add to the cemetery grounds.

**SECTION 2** - All of the original Trustees designated in the deed of Elizabeth Fronk dated February 6, 1923 are now deceased. Robert H. Campbell, one of the Trustees designated in the deed of the Commissioners of Beaver County dated August 5, 1965 is now deceased, leaving only Howard C. Potts and Donald E. Laughlin as the surviving Trustees designated in said deed. On November 2, 1982, a citizen's organization committee of Hookstown area convened for the purpose of appointing a successor Board of Trustees for Hookstown Cemetery. At said meeting five (5) individuals were named as members of the Board of Trustees of Hookstown Cemetery as follows, to wit: Donald E. Laughlin, William Laughlin, Norman Brooks, Charles Wright, and William B. Mackall. The Board immediately appointed Donald E. Laughlin as Chairman of the Board of Trustees. Alice Evans was appointed as Secretary of the Board.

### **ARTICLE III PURPOSE**

**SECTION 1** - the purpose of this organization is to run and maintain lands for public burial purposes, particularly the maintenance and ownership of the old burial grounds known as Hookstown Cemetery, burials therein, and maintenance of the cemetery.

### **ARTICLE IV MEETINGS**

**SECTION 1** - An annual meeting of the Board of Trustees shall be held each year in October on such day and at such time and place as shall be designated by the

Board of Trustees, and if not so designated, shall be on the third Saturday of October at 4:30 p.m. at the home of the Chairman of the Board of Trustees.

**SECTION 2** - The Board of Trustees shall meet in between annual meetings with proper notice to handle urgent business matters. quarterly.

**SECTION 3** - Special meetings of the Board of Trustees may be called at any time by the Chairman of the Board of Trustees or by vote of three (3) members of the Board of Trustees.

**SECTION 4** - Each member of the Board of Trustees shall be entitled to twenty-four hours' notice, verbal, in person, by telephone, electronic communication, or in writing, of any special meeting of the Board of Trustees.

**SECTION 5** - A waiver of notice thereof may be made in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein and shall be the equivalent thereto, and presence and attendance at the meeting shall constitute a waiver of notice unless attendance is for the purpose of protesting the lack of proper notice.

## **ARTICLE V OFFICERS**

**SECTION 1** - The officers of the Board of Trustees shall be Chairman, a Vice-Chairman, a Secretary and a Treasure. The office of Secretary and Treasurer may be held by the same individual.

**SECTION 2** - All officers, with the exception of the Secretary, shall be members of the Board of Trustees.

**SECTION 3** - The Chairman shall be the chief executive officer of the Trust and shall preside at all meetings of the Board and shall have general and active management of the business of the Cemetery Trust. He or She shall submit a report of the operations of the organization for the

fiscal year to the Board of Trustees at the annual meeting of the Board and from time to time shall report to the Board of Trustees all matters within his or her knowledge that may affect the organization.

**SECTION 4** - The Vice-Chairman shall be vested with all the powers and shall perform all the duties of the Chairman during the absence of the latter and shall have such other duties as may from time to time be determined by the Board of Trustees. In the event that the Chairman shall be absent at any meeting, the Vice-Chairman shall preside.

**SECTION 5** - The Secretary shall attend all meetings of the Board of Trustees and act as clerk thereof and shall record all votes and minutes of all proceedings in a book to be kept for that purpose and shall send notices of all meetings to the members of the Board of Trustees and shall perform such other duties as may be prescribed by the board. He or she shall be the custodian of the books and records of the organization except as may be otherwise provided.

**SECTION 6** - The Treasurer, under the direction of the Board of Trustees, shall have charge of the funds of this organization and shall deposit or invest the same in the name of the organization in accordance with the directions from the Board. He or she shall pay all of the orders properly attested by the Chairman and the Secretary and shall make a complete and accurate report of the finances of the organization at each meeting of the Board.

## **ARTICLE VI BOND**

**SECTION 1** - The Board of Trustees may require such officers to be bonded as it shall deem necessary for any amount as it may deem requisite. If any bond is required by the Board, the premium for such bond shall be paid by the organization as part of the operating expenses of the organization.

## **ARTICLE VII**

## **DUTIES AND POWERS OF THE BOARD OF TRUSTEES**

**SECTION 1** - The property and business of this organization shall be managed by the Board of Trustees consisting of not less than three (3) members. In the case of any vacancy by reason of death or resignation, such vacancy shall be filled by majority vote of the remaining member(s) of the Board of Trustees. In the event the Hookstown Cemetery has no remaining trustees, a good faith and reasonable effort shall be made to convene relatives of deceased individuals buried in the cemetery for the purpose of appointing Trustees. Good faith and reasonable efforts include, any medium that can effectively give notice of the meeting, which may include but is not limited to: newspaper, law journal, social media, flyers, telephone, mail, etc.

**SECTION 2** - The Board of Trustees shall have the authority to appoint legal counsel for the organization.

## **ARTICLE VIII QUORUM**

**SECTION 1** - A quorum for the purpose of holding any meeting of the Board of Trustees shall be a majority of the Trustees present.

## **ARTICLE IX AMENDMENTS**

**SECTION 1** - The Board of Trustees of this organization may by a majority vote of the members present and voting in favor thereof, alter, amend, or suspend these By-Laws at any regular meeting of the Board Trustees or at any special meeting held for this purpose.

## **ARTICLE X DISSOLUTION**

**SECTION 1** - In the event of the dissolution of this organization by decree of the Court of Common Pleas of Beaver County, any net assets available after the payment


of all debts and obligations shall be paid over to similar nonprofit organization in the County of Beaver and Commonwealth of Pennsylvania and if there be none so existing at that time, then to another nonprofit charitable organization designated by the Court of Beaver County having jurisdiction over these matters.

**ARTICLE XI**  
**ADOPTION OF BY-LAWS**

**SECTION 1** - These By-Laws shall be in full force and effect immediately upon their adoption.

THESE BY-LAWS ARE ADOPTED this 16th day of October, 1984, by vote of the Board of Trustees of Hookstown Cemetery, perpetual charitable trust created by deeds of conveyances in accordance with the Laws of the Commonwealth of Pennsylvania, with all members of the current Board of Trustees being in attendance and vesting in favor of the adoption thereof.

CERTIFIED this 1st day of February 2020.

By   
Daniel McConnell  
Secretary