

TITLE: Use and Maintenance of the Memorial Garden	NUMBER: D-6
APPROVED: June 13, 2017	PAGE 1 of 2

USE AND MAINTENANCE OF THE MEMORIAL GARDEN

BACKGROUND:

On All Saint's Day, 1987, a plot of ground next to the Parish buildings was consecrated for use as a place for the disposition of ashes of members of St. Stephen's Church and their families. In approving its establishment, the Vestry provided that it be a place of beauty and maintained so in perpetuity.

POLICY/PROCEDURE:

1. The ashes will be those of a member of St. Stephen's, a former member, or a member of his/her family. Exceptions may be approved by the Memorial Garden Committee.
2. Interred ashes must be buried in a biodegradable container or underground without a container.
3. Plots for interment are assigned by the Memorial Garden Committee, and the location of occupied or reserved plots will be shown on a plan kept in the Church Office. The general location of scattered ashes will be noted on the Garden's permanent records.
4. In the event that all plots are used, ashes may be interred in previously used plots, to the extent practicable.
5. The name of each person whose ashes are interred or scattered in the Garden with their dates of birth and death will be inscribed on a permanent bronze nameplate and added to a bronze plaque at the entrance to the Garden. This will be the only marker or memorial for individuals in the Garden.
6. All decisions about the design, planning, and arrangement of the Garden are made by the Memorial Garden Committee subject to final review by the Rector and Vestry. No floral arrangements or other decorations for individuals will be ~~in~~ placed in the Garden.
7. The fee for interment or scattering is set by the Memorial Garden Committee, with the approval of the Vestry, and is normally payable at the time application is made for a plot. Applications are accepted upon receipt of 50% of the fee with the balance due in one year or prior to interment. If an application is withdrawn, 50% of the fee will be refunded. The Memorial Garden Committee may wave any of the above fees.

TITLE: Use and Maintenance of the Memorial Garden	NUMBER: D-6
APPROVED: June 13, 2017	PAGE 2 of 2

POLICY/PROCEDURE (cont.):

8. The Memorial Garden Committee sets fees at a level that will cover expenses to maintain the operation and care for the beauty of the garden in perpetuity. Receipts from fees are held in a temporarily restricted fund administered by the Memorial Garden Committee.

9. Applications for interment or scattering are available in the Church Office. An approved application constitutes a legal contract between the applicant and St. Stephen's and is kept in the Church with a copy given to the applicant.