

2018 August 1 Updated Final Cemetery Full Document

- With By-laws and updated items from 2017 and beyond

Black Original By-Laws Document

[Blue Early 2017 Additions / Changes](#)

[Green October 2017 Additions / Changes](#)

## **Cemetery Rules and Regulations of St. Paul Lutheran Church, U.A.C. Bonduel, Wisconsin**

### Section I. Ownership and Incorporation

The cemetery of St. Paul Evangelical Lutheran Congregation of Bonduel, Wisconsin, is the property of said congregation, which shall have all rights to make any arrangements and changes necessary, and shall be known as the St. Paul Lutheran Cemetery Association of Bonduel, Wisconsin.

### Section II. Members' Burial Rights

1. Every member of the congregation shall have the privilege of a burial place. By request, a second burial place may be retained by each member. This means that a spouse may reserve a burial place next to that of the deceased spouse, which shall be reserved even if that person moves to a different locality, as long as this person remains in the Christian faith.
2. If a member is married to a spouse who is not a member of St. Paul Evangelical Lutheran Church of Bonduel, but is a member of another Christian congregation, and such spouse dies, the St. Paul member shall have the privilege of reserving a burial place for such spouse. In the above mentioned case, if the member of St. Paul should die first, the surviving spouse would have the option of reserving a burial place, providing that person remains in the Christian faith. The non-member would be subject to the perpetual care fee for non-members as set in Article IX, Paragraph 3; the member would be subject to the fee for members.

### Section III. Lot Reservations

1. [The regulations regarding who can be buried and when will remain as is. \(See all Cemetery By-Laws below that define who and when.\)](#)
1. As of July 9, 1968, St. Paul congregation shall discontinue the sale of lots to members. It is understood that existing lots and single burial places remain the property of the congregation. Only the use of the burial place is accorded the member requesting it, and this only so long as that person remains in the faith professed by the congregation.
2. Holders of rights to existing lots shall have the privilege to bury such members of their family on their lot who have died in the Christian faith professed by the congregation and have belonged either to the local congregation or another Christian congregation. The consent of St. Paul pastor(s) must be obtained in the event the person is from another Christian congregation.

3. After the death of a member of the congregation, the lot that person has reserved may be used by a member of his family as long as that person remains in the Christian faith as professed by the congregation. (This applies only to lots purchased before July 9, 1968.)

4. Whoever retains possession of the old homestead shall be considered the legal heir of the lot. This may be a son, daughter, son-in-law, or daughter-in-law of the original owner. (This applies only to lots purchased before July 9, 1968.)

5. Members who have reserved a lot shall retain the privilege of using the lot even if they move to a different locality, providing they remain in the Christian faith.

6. Lots may be reserved by members of the congregation who are at least sixty-five years of age or by members who are deemed terminally ill. Perpetual care payment shall be made at the time of the lot reservation. A monument shall be placed within six months of the reservation date.

1) Purchasing Perpetual Care includes the perpetual record keeping and the eventual perpetual care of the cemetery lot reserved for the individual. Perpetual Care is NOT the purchase of a lot.

6) Perpetual Care can be purchased regardless of an individual's age. A lot will not be reserved until a gravestone is secured. To clarify, this means that when Perpetual Care is purchased for an individual, their name is placed on the Perpetual Care List but a lot IS NOT RESERVED for them at that time. At a later date when a gravestone is secured (in hand or a receipt) then a lot will be reserved. "A monument shall be placed within six months of the reservation date" (By-laws. Section III.6). Since most will not reserve a lot until later in life this does not go against the intent of By-laws; Section III.6 where it says, "Lots may be reserved by members of the congregation who are at least sixty-five years of age or by members who are deemed terminally ill." Therefore a person under the age of 65 can purchase Perpetual Care without reserving a lot.

7) For those desiring relatives to have a reserved burial lot beside their reserved burial lot, there must be a gravestone secured for this relative's lot and "a monument shall be placed within six months of the reservation date" (By-laws. Section III.6)

8) Each perpetual care lot may only have four individuals buried there. This includes any combination of caskets and urns. The Perpetual Care cost will be for each person, not per lot.

3. When reserving sites 100% of the Perpetual Care Fee is required before the stone may be placed.

4. The site will not be designated until the monument has been purchased and the stone is ready to be placed, or they have a receipt.

7. Non-members and former members who are accepted for burial may reserve the right to a burial place.

#### Section IV. Exclusions

Members, who are excluded by the congregation, exclude themselves, or a former member who fails to remain in the Christian faith shall lose all rights and privileges to the cemetery. These rights and privileges shall revert to the congregation.

#### Section V. Officiants

Only such pastors shall officiate at the burial of persons who are of the Christian faith. Pastors of other Christian congregations shall first obtain consent of the local pastor. In cases where a non-member has been accepted for burial, his pastor may officiate at the committal service on the cemetery with the consent of the local pastor.

#### Section VI. Specifications for Burials

1. All unconfirmed children shall be buried in the section reserved for children, adults in the section for adults. In the case of unconfirmed children who require an adult-size grave, they shall be buried in the adult section.
2. Burial places shall follow in consecutive order as designated by the cemetery committee.
3. In digging a grave, the edge of the grave must remain one foot from the plot line.
5. [There would be a limit of four urns or containers in a cremation grave site with markers at ground level.](#)

#### Section VII. Monument Regulations

1. All monuments must be placed within the limits of the burial place. If an inscription is to be placed on the stone, it is to be approved by one of the St. Paul pastors.
2. The congregation requires that the concrete sub-base for the monument be made eight inches wider and at least twenty inches longer than the base of the monument and level with the ground or not more than three-quarters of an inch above ground level. The base should have a four-inch margin on three sides.

If the monument is in two sections on a large base with room in the center for a flower urn or vase, then the concrete sub-base shall be eight inches wider and eight inches longer than the base of the monument.

Sub-bases for monuments for infant graves shall be eight inches wider and eight inches longer than the base of the monument. All monuments shall be placed on the sub-base so the margin shall not be less than four inches on any side.

Monuments which are laid flat in the ground shall be at ground level or not more than three quarters of an inch above ground level.

1. [Decorations may be placed on the sites but must have respect and reverence to the cemetery and be in good taste.](#)

2. All decorations must be removed between September 15 and October 15 to allow for clean-up. Items left after October 15 will be discarded. After November 15, *Winter* decorations may be placed.
3. All decorations must be in a movable urn or planter with a maximum of two shepherd hooks per site.
4. No wire tripods may be used for decorations. (They tip over easily and present a danger to mowing equipment and operators.)
5. Flowers should be planted on the back side and not more than 12 inches from the headstone, to make it easier for mowing.
  
6. Only trees and bushes that have the approval of the Cemetery Committee may be planted.
7. No bird houses or feeders.
8. All monuments must be 36 inches or less in vertical height.

#### Section VIII. Operation of Cemetery

1. For the purpose of functioning as a cemetery association, the cemetery committee of St. Paul Evangelical Church, U.A.C., of Bonduel, Wisconsin, shall be considered the trustees of St. Paul Evangelical Lutheran Cemetery Association of Bonduel, Wisconsin.
2. The congregation as cemetery association shall decide in all matters pertaining to the upkeep of the cemetery.
3. Burial places and existing lots are to be kept clean of weeds and maintained by those who have reserved them. If, after being duly reminded, they fail to do this, the cemetery committee shall have the right to maintain them and shall also have the right to assess the holder for maintenance costs.
4. The congregation shall elect a cemetery committee consisting of five members. The committee members shall be elected to individual terms of five years. Each year the congregation shall elect a person to replace the retiring member of the committee. Members may be re-elected to office an indefinite number of times.
5. Members of the cemetery committee shall be elected at the annual congregation meeting. Nominations shall be made by the congregational nominating committee. Additional nominations may be made from the floor. Any vacancies which shall arise on the cemetery committee through death, resignation, or otherwise shall be filled by the Church Council.
6. Meetings of the cemetery committee may be called by the chairman or the pastor.
7. The sexton will be appointed by the cemetery committee with approval of the Church Council. The sexton position will be reviewed annually by the cemetery committee. The sexton's duties include: assigning burial places, and, together with the cemetery committee, assuring proper maintenance of burial places.
8. No body may be exhumed from the cemetery without the written permission of the cemetery committee.

9) An updated Perpetual Care List (of those who have paid) will be kept by both the Cemetery Committee and the St. Paul Lutheran Church office. In addition, records will also be kept of all who have gravestones but who have not yet purchased Perpetual Care.

### Section IX. Handling of Funds

1. The congregation requires that a trust fund for perpetual care of graves shall be established for both members and non-members who shall be buried in the cemetery. These trust funds are to be regulated in accordance with the constitution of the cemetery association.

2. This trust fund shall be administered by the cemetery committee; 80% of this fund shall be invested in securities suitable for trust funds and 20%, interest accrued, donations, and any money over and above the listed amount shall be placed into a general fund to be used for perpetual care, maintenance, and enlargement of the cemetery.

3. Cost of burial places for members shall be no less than one hundred dollars (\$100) for each adult grave. Cost of burial places for non-members and former members shall be no less than two hundred dollars (\$200) for each adult grave. No charge shall be made for a child-size grave in either case.

4. All money received for the cemetery shall be collected and administered by the treasurer of the cemetery committee. Any donations from individuals for a specific purpose for the cemetery shall be placed into the cemetery fund and administered by the cemetery committee under the direction of St. Paul Lutheran Congregation.

5. The congregation reserves the right to adjust the above costs to conform to the economic conditions that exist.

2. Burial site of a child remains free but there will be a charge of 50% of the cost to dig an adult grave.

2) The cost for Perpetual Care can be changed by the St. Paul Lutheran Church at its Voters Assembly. The present cost for Perpetual Care is \$600 for members and \$700 for non-members and former members (approved at July 2016 Voters). The cost remains the same for EACH PERSON even if they are in the same lot (cremation or stacked). There are no refunds for purchases of Perpetual Care.

3) When Perpetual Care is purchased for one spouse, it shall be purchased for the other spouse at the same time. In unusual circumstances (planned insurance payments, etc.), the payment for the surviving spouse's Perpetual Care can be delayed. Their name will not be placed on the Perpetual Care List until payment is made. They will pay whatever the approved rate is at the time of payment. A certified letter will be sent within the first year to inform them of the desire for payment and the explanation that the Perpetual Care costs could rise, and if so, they would have to pay the larger sum at the time of payment.

4) From the stillborn through Confirmation age there will be no Perpetual Care cost. "There will be a charge of 50% of the cost to dig an adult grave."

5) For those who have a gravestone, but they have not purchased Perpetual Care, the cost will be whatever the rate is at the time of purchase. Presently it is \$600 for members and \$700 for non-members and former members. Efforts will be made to contact all such families.

#### Section X. Concluding Statement

These rules and regulations supersede any and all former rules and regulations passed in regard to the cemetery. (Dated: July 22, 2003)

Below is a suggested addition from Pastor Shoup for the "brochure"

*What should we have etched onto our gravestone?*

God's children, by His Word and grace in Baptism, belong to Him in life and in death. Paul asserts, "Christ has indeed been raised from the dead... As in Adam all die, so in Christ all will be made alive," (1 Corinthians 15:20, 22). Sunday after Sunday we confess, "I look forward to the resurrection of the dead," (Nicene Creed), and "I believe... in the forgiveness of sins, the resurrection of the body, and the life everlasting." (Apostle' Creed). God has called us to proclaim to others the grace and eternal life that are ours in Christ Jesus, and we are glad to do so. Along with our names and dates, the etching of a Christian symbol, like a cross, or a Bible verse, or simply a verse's citation is a wonderful consideration. Examples include John 3:16, Psalm 23, Romans 6:23, John 10:11, John 11:25-26, Ephesians 2:8-9, and countless others. The symbol of a cross, or a Bible verses' citation, etched upon one's gravestone will give testimony that Christ is our crucified and risen Savior, and will proclaim His saving grace until He returns.