

Bylaws of Cemetery Association of Grace Episcopal Church

The Vestry of Grace Episcopal Church of St. Francisville, Louisiana, hereby confirms that the organization of the Cemetery Association of Grace Episcopal Church of St. Francisville, Louisiana, (“Association”), is a non-profit organization of said church for the purpose of more efficiently carrying on the business of the Grace Church Cemetery in St. Francisville, Louisiana, (“Cemetery”), of conveying of the right of interment, of collecting funds necessary for the perpetual care when desired, and of making the cemetery more self-sustaining.

The Bylaws of the Association, as originally prepared, reworded in 1850, 1987, and 2009, are as follows:

I.

The duly elected Vestry of Grace Church is the governing body of the Cemetery Association.

II.

All business of the Association is subject to the Charter of Grace church and the Canons of the Episcopal Church, and shall be conducted in compliance with the laws of the State of Louisiana governing cemeteries, as found in La. Revised Statutes Title 8.

III.

The Vestry of Grace Church shall appoint a Cemetery Warden (who does not have to be a member of the Vestry) to carry out the day-to-day functions of the Cemetery, supervise any hired cemetery personnel and serve as chairman of the Cemetery Committee of Grace Church Vestry (“Committee”), the members of which shall be appointed by the Vestry annually. All business transactions by the Committee are subject to the direction, supervision and concurrence of the Vestry.

IV.

All money received by the Association shall be invested in the Grace Church Cemetery Association Trust Fund, L.L.C., subject to the provisions of the Articles of Organization of that L.L.C. and as they may be amended from time to time. The Vestry has the sole responsibility and the discretion for use of these trust funds, and to insure that no change or changes shall be made which would violate the integrity of funds held in trust for perpetual care, whether received from owners or from the conveyance of the right of interment in grave spaces.

V.

The Association shall maintain a set of dated copies of all rules and resolutions passed by the Vestry relating to the Cemetery and it shall be the duty of the Clerk of the Vestry to provide the Cemetery Association with such resolutions. An updated record of grave space rights (of interment) and burials shall be kept by the Association in the general records of Grace Church. The present set of Rules are dated and attached hereto.

Adopted by the Vestry of Grace Episcopal Church at the Regular Vestry meeting held on Tuesday, April 15, 2014.

Rules and Regulations For Grace Church Cemetery

Rule 1 - Requirements for Burial in Grace Church Cemetery

A. Grace Church Cemetery is a Christian cemetery, not a memorial garden. Only interment/burial of complete cremains or bodies is permitted, we do not sprinkle, spread, or scatter ashes, or inter partial cremains.

B. Grace Church is a liturgical church and, as such Grace Church Cemetery is a liturgical cemetery. A Christian rite of burial is performed for all people interred. This can be as simple as a few gravesite prayers (Called "Internment") and as comprehensive as a Celebration of Life or Requiem Service in Church, with or without Holy Eucharist. Thus, for any burial or interment, some form of prayer service shall be performed.

Rule 2 –Ownership

A. Grace Episcopal Church is the owner of Grace Church Cemetery, and reserves the right to regulate all admissions of persons and machines to the Cemetery. All conveyances of *Right to Burial* in grave spaces are made subject to these Rules and Regulations. All persons wishing to do work in the cemetery must first obtain approval of the Cemetery Warden, Senior Warden, or Rector of Grace Church.

B. The right to bury in grave spaces in the Cemetery may be purchased by active members of Grace Church in good standing, for themselves or their family, including spouse, ascendants and descendants of both, and collateral relatives restricted to brothers and sisters. If a purchaser of grave space(s) seeks to bury another family member, not specifically stated herein, then request can be made to the Vestry, as the governing body of the Cemetery Association, which will then decide to grant or deny the request giving consideration to the relationship and reason stated for such right.

Active membership in Grace Church for the purpose of the cemetery rules is defined as:

- i. communicant in good standing for at least one year;
 - ii. giver of record; and,
 - iii. baptized, confirmed or received at Grace Church and/or a letter of transfer on file for at least one year with conditions i. and ii also being met.
- C. No transfer of the right to bury in any grave space shall be made without the written consent of the Vestry of Grace Church.

- D. The right to bury can only be conveyed directly from Grace Church. Transfer of burial rights from a party other than Grace Church to another party is strictly prohibited. If a Grace member who has made payment for the Right to Burial in Grace Church Cemetery no longer has a need or desire for burial in Grace Church Cemetery, they may request to transfer their Right to Burial back to Grace Church for the amount of their original, payment less an administrative fee of 50.

Rule 3 - Requests to be Buried in Family Plots

A. To be interred at Grace Cemetery in a "Family Plot" all regular requirements for burial apply. It must also be proven to the satisfaction of the Rector, Chancellor, and Cemetery Warden that the person to be buried has the right to be buried at Grace. It must also be determined that space is available in the plot. Any expense associated with determining space or burial right shall be born by the party making the burial request.

B. The requesting party shall pay all applicable burial/interment costs, either through a funeral home, or by contacting the church and making arrangements with the priest who will do the service and who will direct the Sexton to open and close the site.

C. The requesting party must inform Grace Church administration if the person to be buried is a baptized Christian. If they are not, a rite in the BCP (Book of Occasional Services) for the burial of non-Christians, will be performed.

Rule 4 – Burials and Monument Work

A. When a burial is needed, the Family must contact the church office to confirm the burial and date. Family members will be responsible for the location of burial spaces within their plot before a grave space within that plot is opened. Any one immediate family member may request the burial. Cemetery personnel will assist in this location whenever possible and to the best of their ability, but will not be responsible for errors made in the location of said grave spaces.

B. Holders of rights to bury in lots will instruct those persons opening and closing graves to exercise caution not to damage adjoining or nearby graves or monuments of others. Any damage to cemetery property will be corrected by those individuals at their sole cost.

C. All burials, monument, and fence work or work otherwise performed by persons other than cemetery personnel must be done in compliance with applicable governmental laws and regulations and within the guidelines set forth in these Rules and Regulations. Grace Church reserves the right to remove any monument, fence or other improvement in the Cemetery at any time for any reason.

D. Plans and specifications covering size, design, material and finish of monuments and fences must be submitted to the Grace Church Administrator for approval by Grace Church. Any monument or fence not properly approved is subject to immediate removal.

- E. Not more than one body, shall be buried in one grave space without written permission of the Vestry of Grace Church, Rector or Cemetery Warden, or designated Cemetery Association Representative. In the case of cremains, up to eight (8) urns may be buried in one cemetery space.

Rule 5 – Planting and Decoration

- A. No artificial flowers will be allowed; only fresh flowers and potted plants may be placed on grave sites. No granite, marble chips or gravel will be allowed on or adjacent to grave sites.
- B. Planting of shrubs, trees or flowers must be done only with the approval of the Cemetery Committee.
- C. The Cemetery Committee reserves the right to remove any decoration or planting not in keeping with these Rules and Regulations, without notice to owner.

Rule 6 – Assessments

The price of the right to bury in grave spaces shall be set and periodically updated based on market and maintenance costs, by the Cemetery Committee with the approval of the Vestry of Grace Church. This price will include the cost of perpetual care.

A burial fee of \$250 will be assessed and is due prior to burial. Payment should be made directly to Grace Church Cemetery.

Rule 7 – Responsibility of Grave Owners and Family Members

The holders of the right to bury in all grave spaces and their families shall be solely responsible for and shall hold Grace Church (and all members thereof and anyone for whom Grace Church may be responsible) harmless from any responsibility whatsoever for:

- A. The maintenance of all monuments, fences and other improvements placed on any grave space.
- B. Any injury to any person or damage to any property arising from the condition or upkeep and maintenance of their grave space, and of all monuments, fences and other improvements thereon.
- C. Any damage to their grave space or to any monuments, fences and other improvements thereon caused by Acts of God or vandalism.

The most up to date version of the Bylaws and Rules & Regulations of the Grace Church Cemetery can be found at www.gracechurchwfp.org.

Questions may be addressed to:

Cemetery Warden - Grace Church

P.O. Box 28
St. Francisville, LA 70775