

CEMETERY RULES AND REGULATIONS

St. Paul's Evangelical Lutheran Cemetery, California, Missouri
Evangelical Lutheran Emanuel Cemetery, Centertown, Missouri

Preamble.

Our purpose is to give glory to the Triune God, and to comfort the saints with the lively hope of the resurrection of the dead through our Lord Jesus Christ.

Article I Name

The cemetery in California bears the name "St. Paul's Evangelical Lutheran Cemetery"; the cemetery in Centertown bears the name "Evangelical Lutheran Emmanuel Cemetery". Both cemeteries are the property of St. Paul's Evangelical Lutheran Church of California, Missouri.

Article II Management.

- A. The management of St. Paul's Evangelical Lutheran Cemetery and of Evangelical Lutheran Emanuel Cemetery shall be determined and regulated by the trustees of the congregation of St. Paul's Evangelical Lutheran Church, California, Missouri, who are to be guided in their management by regulations and resolutions passed by the congregation.
- B. The President of the Congregation may appoint a cemetery committee when needed to assist the trustees in the improvement and upkeep of the cemeteries. The committee's plans are to be approved by the trustees prior to implementation. The committee will serve until discharged by the President of the Congregation upon recommendation of the trustees.
- C. The trustees shall appoint a superintendent who has the following responsibilities:
 1. Keeping the "plat map" (two copies in separate locations) of the respective cemeteries up to date.
 2. Selling lots.

3. Keeping an accurate record of name, sex, age, date of death, and date of burial of every burial in the cemeteries.
 4. Collection the appropriate perpetual care fee per gravesite.
 5. Issuing a receipt to lot holders.
 6. Turning the fee over to the church treasurer to deposit in cemetery perpetual care investments.
- D. The trustees shall give an annual report on both cemeteries at the January Voters' Assembly meeting of St. Paul's Evangelical Lutheran Church, California, Missouri.
- E. The finances relating to the cemeteries are to be handled as follows.
1. The church treasurer shall keep a record of three (3) funds relating to the cemeteries Perpetual Care, Operating and Special Projects.
 2. All Perpetual Care fees will be invested in securities selected by the trustees.
 3. Only the earnings (interest) from the investments in the Perpetual Care fund may be spent.
 4. The church treasurer shall keep a separate record of the incoming fees including the payee.
 5. The church treasurer shall keep a record of investments in a form approved by the trustees.
 6. The church treasurer shall inform the trustees at least thirty (30) days prior to needing to make an investment.
 7. The church treasurer shall record the earnings transferred to the Operating fund.
- F. Gifts, memorials, bequests, etc. are encouraged and may be designated for the Operating", "Perpetual Care", or "Special Projects" fund. Checks shall be made out to "St. Paul's Cemeteries Fund".
- G. Fees for gravesites will only be deposited in the Perpetual Care fund.

Article III Division of the Cemeteries

The major portion of each cemetery shall be laid out in family burial lots. One lot shall contain six gravesites. A portion of each cemetery shall also be reserved for single graves. Burial in the single grave section shall be according to

the row, in an unbroken continuity. For further particulars refer to the map of the respective cemetery.

Article IV Lot-holders and the Right of Burial

- A. Only members of St. Paul's Evangelical Lutheran Congregation, California, Missouri, or of another congregation of The Lutheran Church-Missouri Synod may become lot-holders. Members desiring a lot shall apply to the superintendent. When two or more families desire the same lot, the choice shall be determined by drawing lots.
- B. Members of St. Paul's Evangelical Lutheran Church who become lot-holders shall make a perpetual care arrangement of a minimum of \$100.00 per grave space. This arrangement shall be made prior to owning the lot.
- C. A member may wish to purchase a plot (three grave spaces) but use only two of the grave spaces. This is permissible by paying for all three grave spaces.
- D. Members of another congregation of the Lutheran Church-Missouri Synod may obtain one or more grave spaces by arranging for perpetual care, making a minimum payment of \$150.00 per gravesite.
- E. Lot-holders whose membership in St. Paul's Evangelical Lutheran Church has ended may retain their burial lot provided they have made a perpetual care arrangement (a minimum of \$100.00 per grave space).
- F. Lot-holders are asked to bury on their lot only such persons who are members of The Lutheran Church-Missouri Synod or immediate family members. The term "immediate family" is defined as husband or wife, unmarried children, or unmarried stepchildren.
- G. In the event that a family burial lot has been used only partially, the unused part of such lot shall revert back to the congregation with the consent of the children.
- H. Children who have been baptized in St. Paul's Evangelical Lutheran Church, California, Missouri, but whose parents are not members of this congregation may be buried in St. Paul's Evangelical Lutheran Cemetery.

- I. In cases of extenuating emergencies the Pastor and the Superintendent of the cemetery will be given discretionary authority to grant a burial site.

Article V Rules for Burial

- A. Only the Superintendent or a person authorized by him has the authority to have graves made and old graves opened.
- B. Burial shall be made with the body facing East.
- C. Funeral processions of secret societies, lodges, and associations, which have religious teachings and practices contrary to the Christian religion, are prohibited on the cemetery grounds as a ceremonial group or to conduct services commensurate with their organizational rituals and by laws. This regulation shall not be construed to prohibit any government agency or ex-servicemen's associations from conducting normal and appropriate services.

Article VI Care of Family lots and Single Graves

- A. No fencing or concrete curbing shall be placed around burial lots or single graves. Permanent mounds over graves shall not exceed four inches.
- B. "Ledgers" or surface mausoleums will not be permitted.
- C. Trees, hedges, or shrubbery shall not be planted on any part of the cemetery except by permission of the trustees. Flowers shall be permitted.
- D. During the mowing season, cut flowers and decorations on or around a grave and/or tombstone shall be removed within two weeks of placement. The rest of the year flowers and decorations may remain so long as they are "presentable" in appearance. The caretaker may remove them at his discretion when soiled and weathered.
- E. Flowers and decorations in vases on the stones or in "saddles" or hangers on the stone (not in the ground) may remain so long as they remain "presentable" in appearance. The caretaker may remove them at his discretion should they become soiled or weathered.

- F. Holders of family burial places shall keep their lots and everything thereon in good condition. Should tombstones or monuments located thereon fall into decay or become unsafe or unsightly the superintendent shall have the authority to have the same repaired at the cost of the lot-holder, or to remove the tombstone or monument after having given the lot-holder ninety days notice to make repairs within that period.
- G. Holders of burial places may erect suitable tombstones, monuments, or statues. Foundations of monuments shall be a minimum of four inches larger on all sides than the base of the monument. The top of this foundation shall be at ground level. Vaults may be erected only by special permission of the congregation and according to specifications approved by the congregation. The tombstones, monuments and statues erected shall bear no offensive or unchristian inscriptions. The church encourages scriptural verses and/or Christian symbols to comfort the survivors. The superintendent shall be notified before any tombstone, monument, or statue shall be erected.
- H. All interments shall be identified with a permanent marker. If a financial need is determined, the congregation will assist with the cost of a permanent marker.
- I. Lots may not be raised without special permission of the trustees.

Article VII Changes in Cemetery Rules and Regulations

These rules and regulations may be altered or amended at any regular or special meeting of the congregation of St. Paul's Evangelical Lutheran Church, California, Missouri.

Revised April 1, 2003 Adopted Month Day Year