



UNITARIAN UNIVERSALIST FELLOWSHIP OF DOOR COUNTY

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Memorial Garden Interment Policies and Procedures

The Unitarian Universalist Fellowship of Door County dedicated our Memorial Garden on October 24, 2010. We are proud of the beautiful meadow space that invites us to remember the people we knew and loved. It is attractively landscaped and has as its centerpiece a large Memory Rock of Door County limestone, where we affix bronze plates bearing the names as well as the dates of birth and death. In the garden spaces, we inter the cremains to be co-mingled permanently in this wide space open to the sky.

- 1. PURPOSE AND USE OF THE GARDEN:** The Memorial Garden shall be maintained as a long term repository for ashes and as a peaceful area for meditation and remembrance. Ashes will be placed directly into the soil without container, so that they may become part of the life of the living garden. In this document, *interment* is defined as the placement of ashes in the Memorial Garden as well as a plaque on the Memory Stone.
- 2. MANAGEMENT:** The Memorial Garden shall be under the ultimate control of the Board, but shall be operated by the Memorial Garden Committee. The Board may from time to time adopt such administrative rules and regulations pertaining to the use, appearance, maintenance, improvement and any other matters concerning the Memorial Garden, the Memorial Rock and the name plaques not in contravention of this governing document as having been recommended to it by the Memorial Garden Committee.
- 3. MEMORIAL GARDEN COMMITTEE:** Subject to the authority of the Board and these policies, all matters in connection with the improvements, maintenance, regulation and use of the memorial garden shall be the responsibility of the UUFDC Memorial Garden Committee. The Committee shall consist of three Members of the UUFDC appointed by the Board. The Board shall fill vacancies as they occur. The Committee shall recommend fees, approve eligibility and appropriateness of memorial garden items, oversee garden maintenance, and attend to other matters as may be deemed appropriate by the Board. The Committee will also submit an annual report to Members, to include an accounting of the balance in the restricted Memorial Garden Fund as well as expenses paid for improvements to and maintenance of the Memorial Garden. The Fellowship Administrator shall maintain appropriate records of the applicants and persons whose ashes are interred on the grounds.
- 4. ELIGIBILITY:** The ashes of any present Member or charter Member or Friend (defined here as one who attends, contributes financially, and volunteers for the crucial work of the Fellowship) and his or her acknowledged spouse or partner shall be eligible for interment in the Memorial Garden. The Member or Friend, the executor of the will, spouse or close family member may make the request to inter ashes and/or order plaque for the Memorial Rock by filling out the *Application for Interment* and paying the necessary fee. The Memorial Garden Committee will consider requests for modified financial arrangements based on need.

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5. INTERMENT PROCESS: Interment of the ashes may take place during, before or after a memorial service or by other arrangement with the Memorial Garden Committee or Fellowship Administrator. Interments of only a portion of a person's ashes are permitted, although there shall be no reduction in the Interment Charge for a partial interment. Each applicant for interment in the Memorial Garden agrees and understands that ashes will be interred by mixing with the soil in flower beds, will not be assigned a particular or exclusive location, and will not be recoverable or preserved intact. In the event the Memorial Garden is relocated, the top layer of soil and the ashes which are mixed therein will be moved to and incorporated in the new location.

6. INSCRIPTIONS: Whether or not ashes are interred in the Memorial Garden, an Applicant may choose to mount on the Memory Rock a bronze plaque inscribed with the deceased's name and date of birth and death. Lettering on plaques will be uniform in style, but may be reduced in size for longer names. The names of all persons whose ashes are interred in the Memorial Garden and/or whose name appears on the Memory Rock will be entered in a permanent memorial book maintained by the Fellowship. The UUFDC will endeavor to protect and conserve the plaques in the Memorial Garden, but it shall have no responsibility for failure to do so. The subscriber understands that the surrounding fellowship grounds are used for many purposes and will continue to be so used.

7. FEES AND CHARGES: Fees charged cover either or both of the following: (1) the right to inter ashes and (2) placement of a plaque on the Memory Rock. If Applicant chooses only one of these options, the total interment fee still applies. Fees may be modified at the discretion of the Memorial Garden Committee and with the approval of the Board in order to assure sufficient funds for improvements to and maintenance of the Memorial Garden.

8. RESERVATION OF SPACE ON MEMORY ROCK: A couple (spouses and/or partners) may reserve adjacent locations (next to or the nearest available place) on the Memorial Rock through (1) PRE-PLANNING: The couple completes *Application for Interment* in advance of death and pays in advance fees for two; or (2) AT THE TIME OF DEATH OF A SPOUSE/PARTNER: The surviving spouse/partner completes *Application for Interment* for both members of the couple and pays fees for both. The Fellowship shall keep a record of these arrangements. No plaques will be removed or reaffixed to accomplish the placement of the spouse/partner.

9. MEMORIAL FUND: All funds received for interment as well as donations for the expansion or ongoing maintenance of the Memorial Garden shall be deposited in the Memorial Garden Fund, which shall be administered by the Treasurer of the Fellowship subject to Board direction.

Approved by the UUFDC Governing Board on October 11, 2011; revisions approved March 10, 2015.