

Mill Springs Baptist Church Cemetery Bylaws

Revised 20 Nov 2023

Mill Springs Baptist Church is responsible for establishing a Cemetery Committee consisting of three (3) members who shall be elected every three years by the church and work in conjunction with the elected Trustees of Mill Springs Baptist Church. The Cemetery Committee shall have general oversight of the maintenance/care/upkeep of the church cemetery according to the following proposed guidelines. (The word cemetery is herein defined as the property deeded to Mill Springs Baptist Church for cemetery purposes, February 14, 1964, by Charlie and Reba Hodge, and the Old Cemetery located at the corner of Highway 92 North and Fielden's Store roads. Specifications of such deeds shall be adhered to).

Section A: Cemetery Committee Guidelines

1. The Cemetery Committee shall be responsible for keeping accurate records of plots assigned. Anyone wishing to purchase a plot or plots in the cemetery shall contact a member of the Cemetery Committee.
2. The committee shall have full authority to delegate to anyone the duties of the work necessary to maintain the cemetery grounds including the hiring, firing and assignment of duties to any service provider.
3. All expenses which exceed the current balance of the "Mill Springs Baptist Church Cemetery Fund" will need a Purchase Order (PO) from the church office and will be presented to the church for approval at a scheduled or special business meeting.
4. Anyone who is a member of Mill Springs Baptist Church may purchase a plot for themselves and/or "immediate family" for the sum set by the church at the time of purchase for the designated plot (\$100). Note: "Immediate family" shall herein be defined as parents, spouse, siblings, children (by blood, adoption or marriage), grandchildren, and grandparents. Reservation of the plot is final when payment has been made in full by cash or check.
5. Anyone who is not a member of Mill Springs Baptist Church, or is not "immediate family" of a church member, will be required to pay the sum set by the church at the time of purchase for the designated plot upon the approval of the cemetery committee (\$1000). Note: "Immediate family" shall be defined as parent, spouse, children (by blood, adoption, or marriage), grandchildren, grandparent).
6. The assigned cremation plots are 3' X 3' X 3' and are located in Block A, row 1 of the cemetery. All Cremation plots shall be professionally excavated. The purchase cost of a cremation plot shall be (\$35) for a church member, and (\$350) for a non-church member.

7. All monies received from the cemetery plots will go into the "Mill Springs Baptist Church Cemetery Fund" for general maintenance upkeep of the cemetery. All plots are NONTRANSFERRABLE. Plots not used by the purchaser, or "immediate family" of the purchaser, can only be disposed of by returning ownership to Mill Springs Baptist Church, who will in turn, return the original cost to the purchaser.
8. The Cemetery committee will train the church's trustees on how to properly lay off/mark grave, to ensure that someone is always available to assist in the cemetery ministry if cemetery committee is not available.
9. Mill Springs Baptist Church Cemetery bylaws are to be reviewed by the cemetery committee annually, with any changes approved by church members in scheduled business meetings.
10. The Mill Springs Baptist Church cemetery bylaws are to be included in church bylaws by the addition of an addendum in accordance with a vote (vote was approved) by the church on 09 Feb 2000.

Section B: Interment Regulations

1. The Cemetery Committee will approve the plot, and payment of the plot must be made in full before the ground is broken.
2. The Mill Springs Baptist Church cemeteries are not Perpetual Care cemeteries, they are considered public cemeteries.
3. A maintenance fee of \$150.00 shall be required with any grave opened, a fee of \$75.00 shall be required for burial of cremated remains. All monies collected will be deposited in Mill Springs Cemetery Fund and used for the general maintenance/care and upkeep of cemeteries.
4. It is the responsibility of funeral home in charge to ensure that the grave site is returned to as near pre-opening condition as possible (sod preserved whenever possible), and to ensure that damage does not occur to surrounding graves, markers, or the cemetery in general. All plots shall be thoroughly tamped and leveled with surrounding ground after interment. An excess dirt removal fee will be charged to the party responsible for interment if such a need exists.
5. A vault is required for burial in all situations, including burial of cremated remains (urn vault).
6. Only one casket may be placed in a burial plot.
7. Embalming is not required for interment.
8. Non-cremated Human bodies must be interred in a casket, inside a vault.
9. A maximum of no more than three sets of cremated remains may be interred in the same burial plot (regular size burial plot).
10. Burying cremated remains on top of existing casket interments is allowed, but must be marked with a flat stone/marker within one year of the second interment.

11. The cemetery committee must be notified prior to the opening of any burial plot including plots for cremated remains.
12. Flowers placed on the grave at the time of interment should be removed once they become unsightly, preferably by the family. Decorations placed on or at the grave shall not interfere with mowing of cemetery. Families are encouraged to remove any items when they become unsightly or interfere with mowing.
13. Installation of monument must be submitted to the Cemetery Committee for approval before erection of the same. Private fences, curbing, or stone enclosures around graves will not be permitted. Monuments, headstones, grave markers will not contain hidden or subtle profanity, inappropriate images, words or phrases, and MUST adhere to the beliefs of church.
14. No planting of trees, shrubs, or plants (with the exception of Grass) will be permitted.
15. All work done on the graves and other cemetery grounds must be done with the consent and approval of the cemetery committee. This does not include the cleaning of headstones, markers, monuments, etc, or the removal of old flowers or decorations.
 - a. All floral designs or other decorations will be removed from the graves as soon as they become wilted, unsightly, or deteriorated.
 - b. Markers/tombstones/headstones must be installed within one year of interment. All markers, tombstones, headstones must be made of some form of stone or bronze. All markers must fit within the grave plot. Double markers must fit within two adjoining plots. Markers are to be centered at the head of the grave, with footstones centered at the foot (if used, not required). Footstones and flat markers shall be installed level with the ground. The installation of pre-interment markers is permitted. No markers/monuments/signs/benches etc., except those listed may be placed in cemetery unless approved by the cemetery committee. Cremated remains interred on top of an existing grave will be marked with a flat marker so as not to interfere with maintenance/care of cemetery.
16. No plots shall be used for any other purposes than as a place of burial for the human dead ONLY.
17. The Cemetery Committee will strive to ensure that burial errors do not occur; however, in the event that such errors are made, the cemetery committee will not be financially responsible for correcting such.
18. Requests for disinterment must be made to the Cemetery Committee, and all associated expenses shall be covered by the family of the deceased.

Section C: Additional Guidelines

1. All church members are encouraged to contribute/donate to the upkeep of the cemetery fund. Church members are encouraged to remember Mill Springs Baptist Church cemeteries in their wills. It is the goal of the cemetery committee to develop

sufficient funds to ensure the continued upkeep of Mill Springs Baptist Church cemeteries.

2. The cemetery is under the general supervision of the Mill Springs Baptist Church Cemetery Committee, and the committee reserves the right to make such changes in policy as is deemed necessary, voted on and approved by Mill Springs Baptist Church members during a scheduled or special called business meeting. A notice of fifteen (15) days will be necessary before such changes shall be effective.

Mill Springs Baptist Church Cemetery Purchase Agreement

I _____ have received a copy and read (Purchaser) the Mill Springs Baptist Church Bylaws and agree to abide by said Cemetery Committee Guidelines and Interment Regulations. In doing so, I accept the fee of _____ per plot and understand that plots (Current Price) are not transferable (meaning the owner cannot pass the plot to someone other than listed on this receipt). Therefore I agree, if the plot is no longer needed as originally purchased, I will keep the plot or I can sell back to the church and received a full refund for the original amount paid.

(Purchaser Signature)

(Date)

(Cemetery Committee Member)

(Date)



For Cemetery Committee Use Only:

Map Location for burial plots related to this agreement: Block _____ Row _____

LoULots _____