

**Oak Grove Baptist Church Cemetery Committee
691 Princess Anne Road
Virginia Beach, VA 23457
757-426-2782**

Effective as of July 20, 2020

Elwin Ansell, Chairman	Beth Dudley
Ann Ansell	Richard Dudley
Becky Salmons	Tyler Eisenberg
Paula Knight	Kyle Knight
Barry Knight, Grounds Chair	

Cemetery Committee Purpose

The purpose of the Cemetery Committee is to maintain records of burial gravesites, provide active church members with gravesites upon passing, and set standards by which the gravesites, headstones, and cemetery grounds should be maintained with the cooperation and support of the Grounds Committee and the family members of the deceased.

In lieu of a cemetery gravesite, the church also provides a Columbarium on site, which is a small tower with niches for funeral urns to be stored (one niche can hold two urns). Upon planning to purchase a Columbarium niche, the family should contact the OGBC Secretary to contact the Chairman, or other available committee member, of the Cemetery Committee. The Church Secretary will be able to provide you with an informational document on purchasing cost, as well as suggestions for niche door engraving and local engravers (the family may select an engraver of their choice). Engraving of the door of the purchased niche is the responsibility of the family.

Currently, a niche may be purchased at a cost of \$1,250.00 (a one-time fee), plus the cost of engraving the niche door (family's responsibility). Should the church need to purchase a second Columbarium, there may be a price change.

Cemetery Committee Procedures and Burial Guidelines

Active and supportive church members (and those who are homebound) will be provided a gravesite by the Cemetery Committee at the time of passing, if desired, and providing sites are available. If married, a site will also be reserved at that time for his or her spouse. If a child living in the household of an active, supportive church member passes, space

will be allotted for the child, should the parent(s) desire one. Gravesites held by members cannot be sold to non-members under any circumstances.

In lieu of a cemetery gravesite, a Columbarium is located on site. A Columbarium is a small tower of niches for housing burial urns (one niche can hold two urns). A niche may be purchased at a cost of \$1,250.00 (a one-time fee). Engraving of the niche door and associated costs will be the responsibility of the family.

Family of the Deceased Responsibilities

In keeping with the purpose and standards of this Committee, the following maintenance requests should be observed:

1. It is required that the family of the deceased place an engraved headstone, or flat stone marker with the name of the deceased, on the gravesite within a year of burial. Stone markers may be obtained by the family from a headstone provider for a nominal price. Wooden or metal crosses or any other items intended to be used as a permanent indicator of a grave in lieu of a stone marker or headstone is unacceptable. It is the family's responsibility to remove dead flower arrangements and wreaths within two weeks after the funeral.
2. It is the family's responsibility to add fill dirt, when needed, to any holes occurring at the gravesite area.
3. There should be no planting of living flowers, bushes, or trees on the gravesite. It is preferred that cone-shaped flower containers placed within six inches of the headstone, saddle frame arrangements that securely fit the top of the headstone, or built-in flower holders on the headstones be used and sturdily secured.
4. If a small U.S. or yard flag is placed on the gravesite, it should be securely hung on a proper small flag stand and securely placed closely to the headstone. It is the family's responsibility to see that tattered flags be removed from the gravesite in a timely manner.
5. The use of loose items such as artifacts, rocks, toys, shells, large statues, or other items placed unsecured on the ground at the base of the headstone is discouraged. Such items impede lawn maintenance and may become scattered and/or broken. Should these items be used, it is recommended that they be physically attached to the headstone or a small garden flag stand and secured.

6. The use of wreath stands during cool weather holidays such as Thanksgiving, Christmas, and Easter should not pose a problem with lawn maintenance; however, the wreaths should be anchored well, situated closely to the headstone, and removed from the gravesite by the family in a timely manner after the holiday.
7. Should silk and plastic flower arrangements, wreaths, flags, or other items be discovered blowing about on the cemetery grounds, they will be discarded. The grounds and cemetery committee members cannot determine from which gravesite the items came.
8. When visiting the cemetery site of a loved one, never leave beverage bottles or cans, wire, or paper products on the site. This is both a hazard and an eyesore and displays a lack of respect for others whose family members are buried in the cemetery.

It is requested that the church secretary be immediately notified when a member moves their membership to another church, whether locally or out of the immediate area. At the time of moving church membership, all previously assigned cemetery plots will be surrendered by the previous member(s). A letter of intent should also be mailed to the church office from the departing member(s) to be filed with the church office and Cemetery Committee.

**Cemetery Guidelines Approved
During Quarterly Church Business Meeting
July 20, 2020**