BYLAWS

OF

ST. GEORGE CATHOLIC CHURCH CEMETERY

Hermann, Missouri

Article l

PURPOSE

The purpose of these bylaws are to administer the finances, maintenance, and future development of a proper burial place for parishioners of St. George Parish, and other approved persons, and to appoint a board of directors to oversee these functions.

Article II

PRINCIPAL OFFICE

The principal office and mailing address for the St. George Catholic Church Cemetery Board of Directors shall be 128 W. 4th Street, Hermann, Missouri 65041

Article III

DIRECTORS

1. The Board shall consist of 7 members. Six members are lay members with terms of 6 years. The seventh member shall be the pastor of St. George Parish whose term is perpetual. Two lay board members’ term shall expire each two years. Board members should not hold a position on the board for more than two terms.
2. Terms of the initial lay board shall be decided by drawing lots; two for 6 year term, two for 4 year term, and two for a 2 year term.
3. Qualified board members must be 18 years of age or older and a registered member of St. George Parish.
4. Vacancies on the board shall be filled by invitation from the board and approved by majority of votes from the remaining members attending the meeting.

Article IV

OFFICERS AND DUTIES

1. The Board shall consist of a president, secretary/treasurer, and four members, plus the pastor of St. George Parish.
2. It shall be the duty of the president to preside at meetings. Pastor’s vote may override a non-unanimous vote of the board. The president shall be appointed, annually, by vote of the board members present at the July meeting. Cemetery finance statement and any past, or future, activities must be presented to the Parish Council and Parish Finance Committee annually, each July, or as soon as feasible after July.
3. Secretary/treasurer shall keep and/or sign minutes of meetings and keep accurate accounting of finances. The minutes of previous meeting and report of finances shall be presented for approval at each meeting. Secretary/treasurer shall be appointed, annually, by vote of the board members present at the July meeting. Secretary/treasurer shall preside at meetings if president is absent.
4. President, secretary/treasurer, and board members may be replaced at any time by 2/3 vote of the board.

Article V

ELECTIONS AND MEETINGS, when

1. Appointment of new Directors (Board Members) shall be in July.
2. Board meetings shall be scheduled quarterly, January, April, July, and October, and special meetings can be called by the pastor or board members as necessary.

Article VI

FINANCES

1. Funds from designated memorials, bequeaths, and donations shall be deposited in bank in separate account titled St. George Church Cemetery Fund.
2. Funds may be used to support maintenance and improvement of grounds and other approved expenditures. Expenditures over $10,000.00 must involve discussion with Parish Council and Parish Finance Committee before taking action.
3. Three persons should be listed on this account as ‘check signers’; president, pastor, and secretary/treasurer. (Only one signature is required on a check.) All checks that are issued must be approved at a scheduled meeting or by voice approval of two officers and pastor. Any check that is voice approved between meetings must be listed in the minutes at the next following meeting.
4. No loans shall be obtained in the name of the Cemetery Board and/or no loans shall be given, without approval of board and pastor.
5. Much care should be taken to attempt to keep this fund self-supporting for ongoing cemetery expenditures.

Article VII

BURIAL PLOTS AND RESTRICTIONS

1. Burial in St. George Catholic Church Cemetery shall be for human remains only, and a Cemetery Easement document must be signed at the time of purchase of burial lot/plot.
2. Each 1 grave lot shall be 4’x8’ for a normal casketed burial. A grave plot is 8’x8’ designed for two caskets such as husband and wife. All burials must be in approved outer containers, either concrete or steel. This includes cremains burial. Scattering of cremains ashes is not permitted.
3. Stacking of caskets, or cremains is not permitted; however, two cremains in one 4’x8’ lot is permitted if not stacked.
4. Grave markers shall be flat at ground level with only one marker per grave lot/plot. (Bronze type military marker at foot of grave is permitted.)
5. All grave markers shall be set on approved foundation by competent company approved by St. George Catholic Church Cemetery Board and grave marker must be installed prior to two years after burial.
6. All grave lot or plot opening and closing shall only be done by a company or person approved by the board.
7. Permanent flowers, shrubs, or trees may not be planted.
8. No glass vases or breakable decorations may be placed on graves that may cause injury to visitors or grounds keepers.
9. Cemetery cleanup will be conducted in Spring and Fall. All flowers and ornaments are subject to be removed, and disposed of, by cemetery personnel at that time. Notification will be printed in St. George Church bulletin prior to cleanup to provide families of deceased time to remove wanted items.
10. Any flowers and ornaments on grave sites shall be placed on marker only or foundation base only or as close to the marker as possible.
11. St. George Catholic Church Cemetery Board or maintenance personnel are not responsible for the care of items placed on grave sites.

Article VIII

SALE OF GRAVE PLOTS AND COST

1. Grave lots/plots are sold by deed to members of St. George Parish and approved non-members.
2. St. George Catholic Church Cemetery (grantor) will repurchase unwanted lots/plots that have been sold to the grantee at the original purchase price. Lots/plots may be transferred from grantee to another person or persons upon prior approval of the St. George Catholic Church Cemetery Board, and such transfer must be recorded at the parish office by the grantee.
3. Cost of grave lots/plots are as follows: for parishioners of St. George Church, single lot 4’x8’, $250.00; plot, 8’x8’, $500.00. For non-parishioners, a single lot $800.00, plot, 8’x8’, is $1500.00.

Article IX

MODIFICATION OF BYLAWS

These bylaws may be changed or modified at any time, with or without notice, at the pleasure of the Board, by 2/3 majority vote of members present at meeting.

Special circumstances may occur in which literal enforcement of a rule may impose unnecessary hardship. The cemetery board therefore reserves the right, without notice, to make exceptions, suspensions, or modifications to any of the rules or regulations when in it’s judgment appear advisable. Any temporary exception, suspension or modification shall in no way be construed as affecting the general application of these rules and regulations

These bylaws are enacted this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2018.

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