

# Orchard's Memorial Garden

## Policies and Procedures

Approved by Trustees, March 2010

The objective of Orchard's Memorial Garden is to further expand the ministry of Orchard United Methodist Church by providing an opportunity for spiritual enrichment as a celebration of life in a peaceful garden environment. The Memorial Garden must be self supporting and self sustaining through donations and personalized brick purchases. No funds are to be used from the budget of Orchard United Methodist Church to maintain the Garden.

All gifts to Orchard's Memorial Garden will be placed in the Memorial Garden fund and will be used to maintain and beautify the Garden. Specific items may be purchased as approved by the Memorial Garden Committee. All contributions received will be acknowledged.

Orchard's Memorial Garden is an established site located at the south end of the building near the portico entrance. The site is intended to provide a tranquil setting for the celebration of life through funerals, baptisms, weddings, devotionals, private and collective moments of reflection, and a place to receive ashes of loved ones. Proper and respectful behavior is expected at all times within the Garden enclosure.

The Memorial Garden will be administered by the Memorial Garden Committee, which will consist of a minimum of 3 members: At least one member from Orchard's Board of Trustees, the pastor(s), and at least one at-large church member. Orchard United Methodist Church reserves the right to review the terms and conditions and update policies and procedures as necessary in regard to the Memorial Garden.

### **Interment**

All members of Orchard United Methodist Church, their families and friends, are eligible to have their ashes interred in the Garden. Arrangements for interment may be made by contacting the pastors or church office. The church office will provide the necessary forms for interment in the Garden. The established contribution for interment of ashes is \$300, which will include a personalized memorial brick and a nameplate for the plaque in the chapel. Prepayment for interment is expected.

All interments will take place with the assistance of a pastor. Family members (or representatives of the church) with the pastor will place the ashes in the Memorial Garden. Ashes will be spread in designated areas of the Garden or buried. Interment location will be determined by the Memorial Garden Committee. No vessels will be allowed for interment. No plaques will be allowed in the Garden to recognize interment or donations. A perpetual plaque in the Prayer Chapel of the Church will record all cremated remains (ashes) interred in the Garden.

### **Memorials**

Personalized memorial bricks may be purchased for remembering loved ones who are not interred in the Garden. Forms for ordering Memorial Bricks are available in the church office. The cost for a personalized brick with up to 3 lines of engraving is \$100. Payment is expected when order is placed. Bricks will be installed twice a year or when 10 or more orders are accumulated.

The Memorial Garden Book will provide a record for the Garden. The book will give the church an archival record of donations and special celebrations. Persons will be encouraged to provide information for the book concerning the recognition of loved ones.