

Constitution and Bylaws
Of the
Oak Grove Baptist Church Cemetery

Constitution

Preamble

We declare and establish this constitution for the orderly administration and continuation of the Oak Grove Baptist Church Cemetery. This constitution will insure the proper care of the cemetery, provide channels of communication and responsibility and will help safeguard the good name of Oak Grove Baptist Church.

Article I: Ownership and Objectives

Section 1: Name

This ministry shall be known as the Oak Grove Baptist Church Cemetery located in Trigg County, Cadiz KY.

Section 2: Ownership

Oak Grove Baptist Church is the sole owner of Oak Grove Baptist Church Cemetery, said ownership being vested in the church's trustees who may not sell, lease or otherwise dispose of said property without the express approval of Oak Grove Baptist Church at a regular church business meeting, such proposed action being announced and presented in writing to the congregation at a regular church business meeting to be voted on at the next church business meeting.

Section 3: Objective

The objectives of Oak Grove Baptist Church concerning its ministry through the Oak Grove Baptist Church Cemetery are as follows:

- a. To provide a suitable resting place for the deceased members of Oak Grove Baptist Church. The use of the lots reserved by members of Oak Grove Baptist Church is left to the member discretion.
- b. To provide a continuing bond between the deceased person's living family and the church so that love for God can be kept alive and growing.
- c. Non-church members may purchase lots at the rate, at the time of purchase, equal to the current amount of a burial lot in Trigg Memory Acres.

Article II: Administration and Operation

Section 1: Administration

The operation and maintenance of the cemetery will be administered by the Church Cemetery Committee elected by Oak Grove Baptist Church.

- a. The committee shall consist of five (5) persons serving for five years, with one member rotating off and a new member being elected each church year. Church year beginning October 1 of each year.
- b. No person shall serve on the committee for more than five (5) years without a lapse of one year before being eligible for reelection.
- c. The committee shall organize itself annually with a chairman. The basis of service is the calendar year.
- d. The committee shall meet on an as needed basis. At least three (3) committee members shall be required to constitute a quorum.
- e. The Cemetery Committee shall operate and maintain the cemetery for Oak Grove Baptist Church in accordance with the rules and procedures set forth in this Constitution and Bylaws.

Section 2: Operation

It is the responsibility and duty of the Cemetery Committee to provide for the operation, maintenance, beautification, improvement and security of the Oak Grove Baptist Church Cemetery.

- a. The committee shall be in charge of all maintenance of the cemetery.
- b. The committee shall exercise general oversight of all cemetery functions including the opening and closing of graves, installation of markers, planting of shrubbery, and the like.
- c. The committee may call upon the Trustees for their counsel concerning matters of legal significance or matters concerning the operation of the cemetery.
- d. Major changes and/or development of the cemetery may be made by the committee only after having been duly presented to the church at a regular business meeting and upon the church's approval at the following regular church business meeting.
- e. The committee is responsible for the assigning of lots for burial whether requested in advance of at the time the need arises.

Article III: Savings Account

Section 1: Establishment

A savings account for the operation, maintenance and care of the cemetery is to be established with an acceptable financial institution by the Cemetery Committee when funds are available.

Section 2: Funding

Gifts, bequests from will, surplus savings account earnings, sale of lots, and church allocations are to be the primary sources of the savings account.

- a. Saving account funds are to be deposited in the savings account as soon as is feasible after they are received by the church.

Bylaws

Section 1: General Guidelines

- a. Lots for the burial of the deceased are to be assigned by the Cemetery Committee.
- b. The Cemetery Committee has the right to refuse a request for a burial lot if in their judgment granting the request would violate the Constitution and Bylaws or compromise the good name and ministry of Oak Grove Baptist Church, or would discredit our Lord and Savior, Jesus Christ. No animals shall be buried in the Oak Grove Baptist Church Cemetery.
- c. Lots may not be acquired for investment purposes, and lots may not be sold by those to whom assigned.
- d. One lot is free to each member of Oak Grove Baptist Church (upon request and also lots for their minor children 18 and under), but members are encouraged to make donations for the maintenance of the cemetery. Members may purchase additional lots as afore said.
- e. Members are requested to place a marker for a grave within a reasonable period of time. After lot assignment, markers may be placed at any time.
- f. The undertaker and/or those contracting to open and close a grave will be responsible for any damage including the proper alignment of graves.

Section 2: Finances

- a. The church has complete control of the finances of the cemetery with the church treasurer paying the bills, keeping the records and giving a monthly accounting to the church.
- b. The church treasurer shall pay all bills approved by the chairman of the Cemetery Committee and one other committee member.
- c. The Cemetery Committee is authorized to spend from available cemetery funds.

Article IV: Amendments

Changes in this Constitution and Bylaws may be made at any regular business meeting of the church, provided such amendment shall have been presented in writing at a previous regular business meeting, and copies of the proposed amendment be furnished to each member present. Amendments to the constitution shall be by two-thirds vote of all members of the church present entitled to vote; amendments to the bylaws shall have a concurrence of a majority of the members present and voting.