

# Berkey Avenue Mennonite Fellowship

## Memorial Garden Policy

Updated Jan 10, 2023

### 1. Purpose

The purpose of the Memorial Garden portion of our outdoor sanctuary is to provide a worshipful space for rest, meditation, and prayer. The **columbarium** provides a space for cremated remains of loved ones in a niche. The **memorial wall** remembers and honors deceased loved ones with a plaque for scattered cremains.

### 2. Oversight

The Memorial Garden Committee is responsible for the management of the Memorial Areas. The committee will be made up of the office manager (Jenny Hooley), a representative of the trustees (Bryan Heinz), and a pastor (Mark Schloneger).

### 3. Eligibility

- a. Use of the Memorial Garden is limited to past and present members and regular attenders of Berkey Avenue Mennonite Fellowship, and their family members.
- b. In all instances, the Memorial Garden Committee will resolve questions of eligibility and handle special requests, consulting with the Spiritual Leadership Team as appropriate.

### 4. Placement of cremated remains in the columbarium niche

- a. For single occupancy, if an urn (optional) is desired, it must fit within a 6 1/2 " x 7 1/2" x 11 1/2" space. Otherwise, a suitable container could be as simple as the plastic bag that the cremains arrive in. The Memorial Garden Committee can answer any questions regarding storage containers.
- b. If a surviving spouse eventually intends to occupy the same niche as a deceased spouse, bronze urns measuring 5.5"x7"x5.5" from our columbarium company will be used that are designed specifically to accommodate double occupancy.



- c. No objects other than the urn and cremains may be placed in a niche.
- d. The exclusive ownership of the use of a niche shall not be transferred to another party. It can only be surrendered back to Berkey Avenue Mennonite Fellowship.
- e. A trustee or person trained on how to open and close the niches will be available to assist the family as needed at the time of inurnment.
- f. When cremains are scattered in the Memorial Garden, there should be no visible evidence of their placement remaining.
- g. Placement of scattered cremains in the Garden is optional.

## 5. Inscription Template for plaque wall and columbarium

- a. The Memorial Garden Committee will manage the inscriptions to ensure a uniform overall aesthetic for the plaque wall and columbarium.
- b. The inscription template for the columbarium is shown below. Single or double occupancy and one or two surnames can be accommodated:

<b>BRUCE</b>  Gregory Shawn Apr 29, 1929 - Feb 26, 2002	<b>HANSON</b>  Gregory Shawn Apr 29, 1929 - Feb 26, 2002  <b>BRUCE</b>  Mary Elizabeth May 7, 1925 - Jul 30, 2006	<b>BLANKENHIEM</b>  Gregory Shawn Apr 29, 1929 - Feb 26, 2002  Mary Elizabeth Bruce May 7, 1925 - Jul 30, 2006
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## 6. Memorial Garden Fees

Fees for the memorial plaque wall and the columbarium will help provide funding for the addition of another columbarium in the future when required. These funds will be held in reserve by the Stewardship and Finance Commission for this purpose. The fees are as follows:

- a. \$250 for a memorial plaque.
- b. \$1,000 for a columbarium niche.
- c. The columbarium can accommodate spouses who want to be in the same niche as long as this possibility is declared at the time of the first inurnment. Reference sections 4c and 5.
- d. Columbarium urns mentioned in section 4c are \$100 each (2023 pricing).
- e. Inscription fees for a niche front for three lines of text is \$250 (2023 pricing).
- f. Inscription fees for the plaque wall will be similar to the niche fronts.

## 7. Niche sales and occupation tracking

- a. The Memorial Garden Committee will track sales and occupancy of the columbarium and maintain the file on Berkey's online storage system.
- b. [Niche Tracker](#)

## 8. Decorations

- a. Flowers to honor the deceased may be placed in the vicinity but may be removed later at the caretaker's discretion for upkeep of the Memorial Garden.
- b. No other ornamentation may be placed in the memorial garden area.

## 9. Changes of policy and pricing

- a. The Memorial Garden Committee will review pricing and policies annually in January for SLT review and approval.

# Berkey Memorial Garden

## APPLICATION

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS:

\_\_\_\_\_

NAME OF SPOUSE: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS:

\_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

DATE OF DEATH: \_\_\_\_\_

REMEMBRANCE LOCATION:

Memorial Plaque wall

Columbarium

Niche location

Do you intend that your spouse being inurned in the same niche?

Inscription:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I have read and agree to abide by regulations governing use of the Memorial Garden.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

CHECK #: \_\_\_\_\_

CHECK AMOUNT: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

(Memorial Garden Committee Member)