

Beth Jacob Cemetery Rules and Regulations

As Adopted January 28, 2019

The Board of Directors of Congregation Beth Jacob Cemetery, Inc. adopts these rules and regulations governing the operation of its cemetery. The Board is acting in accordance with Section Four of its bylaws.

Definitions

1. "Cemetery" means: Beth Jacob Cemetery of Galveston, Texas.
2. "Board" means the Board of Directors of Beth Jacob Cemetery, Inc.
3. "Plot" means a burial space for one person; a "Lot" means multiple contiguous plots.
4. "Maintenance/Perpetual Care" means the general care of the Cemetery, the cutting of grass, watering, the spot-filling of lots or plots, the care of existing trees, shrubs, hedges, walks, roadways and such other similar work as may be from time to time required.
5. Maintenance/Perpetual Care does not include:
 - i) the raising or changing of the entire surface of the lot or plot;
 - ii) the cost, placement or care of Monuments;
 - iii) the repair or replacement of concrete coverings on individual plots or
 - iv) the replacement of trees, shrubs, hedges and grass that have died.
6. "Member" means those who are of the Jewish faith either by birth or by conversion according to the tenets of Orthodox, Conservative or Reform Judaism.
7. "Monument" means headstone or other permanent grave marker placed at the head of the grave.

Persons Entitled to Purchase Lots

1. A Jewish person is entitled to purchase a lot or plot in the Cemetery for themselves, their Jewish parents, children and spouses, or their Jewish brothers or sisters and spouses upon payment of the charges prescribed herein.
2. A Jewish person at the time of the death of the Jewish person they desire to have buried in the cemetery may purchase a lot or plot in the Cemetery for the deceased person. Payment in full must be made directly to the cemetery corporation or to the funeral home prior to the burial.
3. Applications to purchase a lot or plot will be made to the Board's President. The President will present the application to the Board at a regularly scheduled board meeting. The Board will sell the lot or plot as permitted by these rules and regulations.
4. If, due to an emergency, the need arises in the sale of a lot or plot for immediate burial or if time does not permit the calling of a regular board meeting, the President may poll the other board members by telephone, email or other electronic means.
5. The Board may correct any error made by it or its predecessors in the conveyance of a lot or plot. It may do so by canceling the sale and refunding the purchase price (without interest) or by substituting the lot or plot with one of equal size.
6. Purchasers of lots or plots will be given a copy of these rules and regulations and will be required as a condition of purchase to agree to its terms.

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Cost of Lots

1. Plots may be purchased only for the purpose of internment or if approved by the board for the purpose of establishing a memorial.
2. The price for cemetery plots will be set and published by the Board.
3. Purchasers will be given a certificate evidencing their ownership of the lot or plot they have bought.
4. The Board will maintain a true record of all conveyances and locations of lots and plots.
6. Purchasers may not sell, transfer, give or otherwise dispose of ownership of a lot or plot without first obtaining prior approval of the Board. Transfer or disposition of ownership will only be permitted to a person who is otherwise eligible to purchase their own lot or plot.
7. Purchasers who no longer wish to own an unoccupied lot or plot may dispose of it by relinquishing ownership to the Board. The Board is under no obligation to accept any offer of relinquishment.
8. Jewish indigents who qualified as such under State of Texas Indigent Health Guidelines and who have died will be given a plot at no cost if no other means of payment are available.

Interments and Disinterments

1. Non-Jews may be interred in the Cemetery if they are married to or are the unmarried surviving spouse of a person of the Jewish faith at the time of their death.
2. In cases of doubt or dispute as to the faith of a deceased person, or burial methods, or any other religious question a Rabbi of the Conservative Jewish tradition will be the final authority.
3. Preparation of the body and burial dress will be performed according to the Guidelines to Tahara Procedures for men and women published by the Chevra Kadisha of Houston.
4. Only kosher caskets may be used.
5. Burials shall be made in strict accordance with the rites and customs of Conservative Jewish tradition.
6. But one interment shall be made in a grave, except a mother and newborn.
7. Underground concrete grave liners are not permitted in the Cemetery.
8. Graves will be dug by hand, if necessary, so as to avoid causing damage to the concrete curbs.
9. All pallbearers should be members of the Jewish faith.
10. A member of the Jewish faith shall conduct all burial, unveiling and memorial services and may ask others to participate in the service.
11. Burial is contingent upon satisfactory arrangements being made for payment in advance of the cost of the lot or plot, Chevra Kadisha services and the shroud.
12. Funeral flowers are not encouraged and will be removed three days after the funeral service.
13. The disinterment or moving of a body shall not be permitted, except in the following circumstances, and according to Jewish Law:

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- A. To improve an interment made necessary in time of emergency, such as war or natural disaster;
- B. If an interment is publicly specified as a temporary resting-place during the funeral service;
- C. To move a body near its respective family's interment sites;
- D. The cost shall be fully paid by the family requesting the disinterment.

Cost and Payment for Interment

1. The cost of Chevra Kadisha services, the shroud and tallit are set and published by the Board and shall be paid to the funeral home and passed through to the cemetery board.
2. Funeral home charges for casket, internment, sexton and other related burial expenses shall be paid directly to the funeral home.

Monuments and Markers

1. Monuments may be set in the Cemetery only upon prior written Board permission.
2. Depending on the size and complexity of the project, plans and specifications may be required.
3. All occupied graves must have a Monument erected within one year.
4. Unveilings may occur as soon as 30 days after the date of the funeral.
5. Single headstones (top piece) must not exceed 30 inches in height, 20 inches in width, and 12 inches in thickness. In addition, the foundation of the headstone (bottom piece) shall not exceed 8 inches in height, 24 inches in width and 22 inches in thickness.
6. Double headstones (top piece) must not exceed 30 inches in height, 36 inches in width and 12 inches in thickness. In addition, the foundation of the headstone (bottom piece) shall not exceed 8 inches in height, 40 inches in width and 22 inches in thickness.
7. Any and all verbiage, in English or Hebrew, on all headstones or footstones must be approved by the board prior to engraving.
8. Footstones must be placed flush with the ground and may not exceed 12 inches in width and 18 inches in length.
9. The marking of boundaries of lots or graves is permitted only through the use of corner stones that are to be set even with the surface of the ground.
10. No monument may be constructed that obstructs the view of other monuments.
11. Double stones or family markers may not be erected on a plot until all costs of the plot have been paid.
12. Monuments, with the exception of footstones, must be of recognized high grade marble or granite containing no discoloration, flaws or weak spots. Footstones may be of marble or granite or bronze. Gold leafing, painting, coloring, enameling, lacquering, gilding, bronzing, application of shadow paints, or any other artificial colorings on letters or other parts of the Monuments are not permitted.
13. Placement of photographs of the deceased in the monument is discouraged due to possible instances of vandalism.
14. The Board reserves the right to prohibit erection of and to require the removal of any Monument that, in the opinion of the Board, is offensive or is inappropriate because of material, design, workmanship, size or location or that may interfere with the uniformity of the surrounding property .

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15. All Monuments shall have suitable foundations made of brick or reinforced concrete. They shall also be constructed so as to avoid shifting.
16. No concrete or slabs of any other material are permitted as coverings for graves.
17. Grass is the only permitted covering for a grave.
18. Existing concrete slabs which are broken or collapsed may be removed and sodded with grass.

Maintenance

1. The Board will employ a grounds-keeper as is reasonably necessary.
2. All work done at the Cemetery will be done under the direction of the Board.
3. The Board will establish and maintain a trust fund to help ensure Maintenance is performed.
4. The Board may request contributions for non-routine repairs as the need arises from surviving spouses, other relatives or descendants of persons who have been buried.

Landscaping

1. Trees, shrubs, hedge, terracing or other landscaping will be permitted on, over, partially around or surrounding any lot or plot with-prior approval of the Board. Existing trees, shrubs and hedges that have died will likewise require prior approval being given by the Board before replacements are permitted.
2. The Board shall have the right to instruct the groundskeeper to trim or remove all or parts of any tree, shrub or hedge, planted by a Member with Board approval, that, in its opinion, becomes unsightly or hazardous. Such trees, shrubs and hedges may not be replaced.
3. No lot may be enclosed or partially surrounded by a fence, railing, coping, or structural enclosure of any type.
4. Flower boxes or pots, shells, rocks, wire screen, arbors, trellises, balloons, pinwheels, windsocks and objects of similar character are not be permitted on any plot or lot.
5. Bottles, jars or other non-permanent flower receptacles will be removed.
6. No part of any lot or plot shall be raised above the established grade and no work of any kind will be allowed without the consent of the Board.
7. Although it is recognized that it is customary that visitors to gravesites will leave small pieces of concrete or stone, these items will, from time to time, be removed by the groundskeepers as they deem is necessary.

Admission to Cemetery

1. The Cemetery grounds shall be open to visitors each day from sunup to sundown, except on Saturdays and all Jewish holidays.
2. Children will be permitted on the grounds only when accompanied by an adult who is responsible for their conduct.
3. Dogs, cats and other animals are not permitted in the Cemetery.
4. Food, alcoholic beverages and cooking are prohibited in the Cemetery.

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5. Motorcycles, dirt-bikes, mopeds, all-terrain vehicles, go-karts, unlicensed motor vehicles of any type and skateboards are not permitted in the Cemetery.

Exceptions and Modifications

1. Exceptions to these rules are not encouraged and are only permitted upon approval by the Board.
2. The Board may modify these rules upon a majority vote taken at a regularly scheduled meeting.

Effective Date

These rules were passed effective the 3rd day of April, 2001.

Members of the Board as of April 3, 2001

Sam Bazaman, Gary Druss, Frank Kaplan, Abe Kellner, I.A. Lerner, Harvey Bazaman and Morris Frammer

These rules were revised effective the 25th day of March 2014.

Members of the Board as of March 25, 2014

Ronnie Graber, Gary Druss, Frank Kaplan, Claire Reiswerg, Peggy Green, Max Sukiennik, Lou Mizis

These rules were revised and adopted effective the 28th day of January 2019.

Members of the Board as of January 28, 2019

CERTIFICATE

This is to certify that the foregoing is a true and correct copy of the Bylaws of the corporation named in the title thereto and that such Bylaws were duly adopted by the board of directors of said corporation on the date set forth below.

Dated: _____

By: _____
Gary R. Druss, Board Secretary

For the members of the board as of _____:

Claire Reiswerg, President
Peggy Green, Member
Max Sukiennik, Member
Marc Weiss, Member