

# MINUTES

## St. Lukes Historical Society

11/18/15 | 10:00AM | Meeting called to order by **Suzanne Day**

### In Attendance

---

Joyce Evans, Dan Jones, Steve Larrick, Pauline Mitchell, Betty Handy, Suzanne Day, Sandi Kerner, Rector and Tammy Rogers

### Approval of Minutes

---

The Minutes from the September meeting were not read but summarized. Suggest to approve minutes from now on.

### Board

---

Suzanne Day suggested that the Committee create a vision statement to explain the purpose of the Historical Society. Dan Jones suggested the statement read: The St. Luke's Historical Society is committed to research, discover, promote and share the historical significance of the Cemetery with our parishioners and the broader community. Joyce Evans was recognized for placing the flags on the graves for military titles on graves. Steve Larrick is working on an official list to submit as a cross reference to include on the digital fact sheet. These markers are starred on the map that Steve Larrick had made.

### Advisory Committee

---

Pauline Mitchell reported that Frances Crutchfield is interested in guiding the Cemetery Tour once all the information is in place. Betty suggested that someone should be photographing events and contributing those photographs to the Hx. Soc. For digital storage.

### Budget

---

Suzanne Day suggested finding the list of contributions for thank you notes and reimbursement including the flowers for memorials. Betty Handy suggested looking at Michaux of St. James membership as a template to use for the joining level of the Society. Dan Jones suggested continuing fees of \$25 annually to allow a continuous flow of contributions. Section markers are needed before tours can be held. Steve Larrick priced markers ranging from \$5-15.00 and we would need 56 to begin with. Dan suggested that Steve approach the vestry about paying for the grave markers out of the Building and Grounds fund of St. Luke's.

### Committee Reports

---

#### Committee reports

- Membership- Clarify costs and what the cost covers. What are the roles and opportunities for our members and their families?
- Communication- Betty Handy and Steve Larrick will compose an article for the January 2016 News Letter. The Committee will give a brief commentary to be submitted to the Bulletin once a month as a teaching tool for the parishioners and their families. The Committee will need someone to compile and keep updated information received digitally in a drop box created specifically for data related to St. Luke's Hx. This information must be backed up and kept in a couple of different designated locations. Steve Larrick continues to create the database that will become available to St. Lukes' hopefully by spring 2016. The Stationary needs to be created for communication and Thank you notes. Tammy Rogers was asked to make corrections on the current Cemetery Brochure. Betty Handy suggest requesting more information on the family information sheets to be sent out to members. Steve Larrick said he would add more criteria to the family information sheets.

### Announcements

---

Committee was made aware the information for the January 2016 Newsletter is due by December 15<sup>th</sup>.

Next Meeting

---

1/12/2016 10:00 AM, The Parish Hall at St. Luke's Episcopal Church.

Motion was made to adjourn the meeting at 11:30 AM by Dan Jones.

## Cemetery History Committee Goals

The list is a result of our Nov. meeting

1. Steve Larrick's outstanding computer cemetery grave-site mapping indicates an immediate need for permanent site markers. Cost ranges from \$5-15 per site. Total number needed - 56?
2. Special request in February newsletter to parishioners & cemetery plot families to return "Family info sheet" to assist in providing historical and oral history-anecdotal stories.
3. Provide a <sup>bi-</sup>monthly update ~~A~~ in church newsletter re: Thank you donations to the St. Luke's Church Cemetery History Fund which is restricted for cemetery projects of preservation and education.
4. Our mission statement is to
  - iii Research
  - iii Discover
  - iii Promote
  - iii Share the significance of St. Luke's Episcopal Church Cemetery in the broader community
5. Restructure membership fees - Dan Jones is inquiring about Michaux-St. James project and its fees.

Fax: St. Luke's Episcopal Church

(804) 794-6532

To: Sandi and Tammy and all interested persons  
From: Suzanne re St. Luke's Church Cemetery History  
meeting

on Tuesday, January 12  
at 10 AM in the parish foyer?  
(weather permitting)

Agenda: Suggested

- 1 Review goals of Nov. meeting - attached
- 2 List of current donations and request
- 3 copies of thank-you to donors from Tammy/Betty
- 4 Choose 6 names from (historical) burial list  
to include 1 every other month in bulletin  
to increase awareness of cemetery significance.

Pauline  
has received  
new 9.1.12

Ideas: 5 Steve Larrick and others? to present a  
short program during Lenten studies on electronic  
mapping of burial sites - why permanent site  
markers are needed and encouragement of  
recording oral history anecdotes.

Please send info to Tammy in the office!

Ideas: 6 Older students (pilgrimage group) to plan/present  
a short re-enactment of 3/4 cemetery past stories  
perhaps April Garden Week or Historical Peckham spring tour -  
ex. brick wall story, Pickersell monument,

largest family, Pony Express - Finney

? Next Meeting Tues. Feb. 9 10 AM