



LancasterHistory

Woodward Hill Cemetery Collection, 1851-1997

Object ID: MG0264

3 boxes 34 folders, 1 volume 3 cubic ft.

Repository: LancasterHistory (Organization); PV7

Shelving Location: Archives South, Side 7

Scope and Content Note: The Woodward Hill Cemetery Collection contains records of the cemetery from 1851-1997, such as the charter and by-laws, board minutes, lot holder records, plans, programs, financial documents, and grant proposals. The records include the names of thousands of people who were employed by, buried at, served on the cemetery board, or were otherwise associated with the cemetery.

Creator: Woodward Hill Cemetery (Lancaster, Pa.)

Conditions for Access: Folders 11-15 contain restricted materials.

Conditions Governing Reproductions: Collection may not be photocopied. Please direct questions to Research Center Staff at research@lancasterhistory.org. Permission for reproduction and/or publication must be obtained in writing from LancasterHistory.

Language: English

Source of Acquisition: Source unknown.

Accruals: LancasterHistory will continue to add items to this collection.

Preferred Citation: Title or description of item, date (day, month, year), Woodward Hill Cemetery Collection (MG0264), Folder #, LancasterHistory, Lancaster, Pennsylvania.



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Subject Headings:

Business records
Cemeteries
Death registers
Deeds
Lancaster (Pa.)
Minutes (Records)

Search Terms:

Burial records
Business records
Cemeteries
Deeds
Finding aids
Lancaster
Manuscript groups
Minutes (Records)
Woodward Hill Cemetery

Related Materials at LancasterHistory:

MSAccess database in the Research Center.

Processing History: This collection has been documented, preserved and managed according to professional museum and archives standards. The finding aid was updated using DACS conventions.



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Box 1

Folder 1 List of items delivered to the Lancaster County Historical Society.

Folder 2 Legal Authority.

Insert 1 Charter and by-laws 1851 in bound edition and photo copy.

Insert 2 Rewritten charter and by-laws, 1991.

Insert 3 Articles of Amendment, 1991.

Item 1 explains the enclosures and Item 7 was an enclosure for Items 5 and 6.

Insert 4 Legislation 1991-1993. Three bills concerning cemetery operations and liability.

Insert 5 Tax impact.

Folder 3 Agreements and contracts.

These cover arrangements with various sources for operation and maintenance.

Insert 1 Grave opening charges.

Insert 2 Rate changes.

(Annotations on the two copies differ.)

Insert 3 Agreement with Greenwood Cemetery.

Insert 4 Grave opening charges (in duplicate).

Insert 5 Agreement termination (in duplicate).

Insert 6 Revised agreement with Greenwood Cemetery.

Insert 7 Regarding agreement with Greenwood Cemetery.

(Enclosure was not with collection.)

Insert 8 Agreement with Hogar Crea.

Folder 4 Board members.

Dated and undated correspondence and listings regarding the composition of the Board.

Folder 5 Board and lot holders meeting minutes. Board and lot holder meetings occurred with the same members representing both on the same dates at the same place. Minutes of annual meetings begin in 1967 through 1977, and semi-annually through 1995. There are also minutes of special meetings.

Insert 1 1967-1979

Insert 2 1980-1989

Insert 3 1990

Insert 4 1991

Insert 5 1992



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Folder 6 Board meeting minutes. Beginning 1992 with mounting management problems the Board met monthly or more often. There are no longer lot holder meeting minutes.

Insert 1 1992

Insert 2 1993

Insert 3 1994

Insert 4 1995

Folder 7 Plans and programs (1990-1993). By 1990 deteriorating conditions in the Cemetery indicated a need for extensive preservation and maintenance efforts. This resulted in numerous studies, plans and programs.

Insert 1 Projected costs. Initial projections for repair and renovation.

Insert 2 Feasibility study, March 1991.

Insert 3 Preservation needs, July 1991.

Insert 4 Master planning services, November 1991.

Insert 5 Monument conservation, November 1991.

Insert 6 Long range plan draft, January 1992.

Insert 7 Long range plan draft, March 1992.

Insert 8 Tree planting program, March - June 1992.

Insert 9 Long range plan, August 1992.

Folder 8 Restoration plans and work projects, 1993-1994. By 1993, sufficient study of the cemetery needs resulted in specific plans and work projects to meet those needs.

Insert 1 Restoration plans, March 1993.

Insert 2 Restoration plans, June-July, 1993.

Insert 3 Work projects, 1994.

Folder 9 Grant proposals. To implement the various restoration plans and acquire the monies needed, a series of grant proposals were submitted to the Lancaster County and Steinman Foundation in 1992-1993.

Insert 1 Grant proposals, October - November 1992.

Insert 2 Draft proposal, December 1992.

Insert 3 Grant proposal, October 1993.

Insert 4 Grant proposal, November 1993.

Folder 10 Related papers and notes. These dated and undated items cover a variety of subjects, such as bequests, costs, and records management.

Insert 1 Related papers.

Insert 2 Notes. Handwritten notes, some decipherable, some not.

Folders 11-15 contain restricted materials.



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Folders 16-18 Burial records. Interment orders, 1987-1995. In addition to the interment orders, there are invoices to funeral directors, obituaries, cremation certificates, and related correspondence.

Folder 16 Burial records. Interment orders, 1987-1991.

Insert 1 1987

Insert 2 1988

Insert 3 1988, Evelyn M. Samuels

Insert 4 1989

Insert 5 Catherine Fox

Insert 6 1990

Insert 7 1990, Leroy W. Mungovan

Insert 8 1990, Yvonne L. Keator

Insert 9 1991

Insert 10 January 1991, Clara Speck

Insert 11 April 1991, Jay C. Huston

Insert 12 May 1991, Olive Blank

Insert 13 June 1991, H. Harold Sheaffer

Folder 17 Burial records. Interment orders, 1992-1993.

Insert 1 1992

Insert 2 April 1992, Paul L. Schlothuaer

Insert 3 May 1992, Clarence J. Shertz

Insert 4 May 1992, Leslie S. Watt

Insert 5 1993

Insert 6 January 1993, Mary Engel

Insert 7 March 1993, Ella K. Conroy

Insert 8 July 1993, Dorothea Sener Wiend Williams

Insert 9 July 1993, Della A. Gibson

Insert 10 July 1993, Richard C. Todd

Insert 11 September 1993, William R. Griest

Insert 12 October 1993, Helen E. Charles

Insert 13 December 1993, Anna E. Reedmiller

Folder 18 Burial Records. Interment orders, 1994-1995

Insert 1 January 1994, Eileen E. Shelley

Insert 2 March 1994, Herbert Wetzell

Insert 3 April 1994, S. Reed Keator

Insert 4 May 1994, J. Frederick Sener

Insert 5 May 1994, Louise Fackler

Insert 6 July 1994, J. H. Kilburn



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- Insert 7** July 1994, Alice M. Plasterer
- Insert 8** September 1994, Marguerite Shober
- Insert 9** September 1994, Anna May Burk
- Insert 10** October 1994, Emma Mae Studder
- Insert 11** November 1994, Jay F. Snyder
- Insert 12** January 1995, Francis Hoskins
- Insert 13** March 1995, Charles E. Kirk
- Insert 14** March 1995, Nancy Withington-Pike
- Insert 15** March 1995, Harry Edwin Moldinger
- Insert 16** May 1995, Kathryn Ostu
- Insert 17** July 1995, Dorothy A. Schlotzhauer
- Insert 18** July 1995, James G. Reaser
- Insert 19** July 1995, Porter A. Stout
- Insert 20** October 1995, Anna Maude Feagley

Folder 19 Miscellaneous papers

- Insert 1** Thank you letters to and from the Board expressing thanks for various funds and services.
- Insert 2** Historical flier
- Insert 3** Photographs
- Insert 4** Miscellaneous papers. A variety of items regarding wreath-laying at Buchanan's grave, fund-raising flier, address change, funeral directors list.
- Insert 5** Stationery
- Insert 6** Newspaper clippings
- Insert 7** Walking tour

Folder 20 Other cemeteries. These are items gathered by Woodward Hill personnel in researching the operation of other cemeteries.

- Insert 1** Harrisburg Cemetery
- Insert 2** New Jersey and New York cemeteries



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Box 2

Folder 21 Lot holder records, numerical

Folder 22 Lot holder records, alphabetical

Folder 23 Lot holder records, numerical

Folder 24 Lot holder records, numerical

Insert 1 Lot holder records

Insert 2 Notes, deeds, letters, etc.

Folder 25 Burial records, January 1925 - March 1984.

Folder 26 Lot holder records, sectional

Folder 27 Lot holder records, numerical

Folder 28 Lot holder records, alphabetical

Box 3

Folder 29 Burials, 1886-1924

Folders 30-32 Burial permits. These show names of deceased, burial sites, etc., some sequential numbers for some time periods are missing. They date from 1949 to 1982. Separate Book: Deeds issued 1931-1952. This oversized volume is shelved next to the collection's boxes.

Folder 33 Deeds issued 1952-1986.

Folder 34 Endowment certificates 1957-1984.