

Sudbury Valley Trustees

Policy on Memorial Benches

Approved by the Board of Directors on May 10, 2006

The Sudbury Valley Trustees (SVT) welcomes gifts in memory of a friend or loved one. Memorial gifts are a tangible way to honor a loved one or commemorate a personal or family milestone. SVT offers the unique opportunity to memorialize a special relationship with a particular conservation property. The following guidelines for acceptance of memorial benches are intended to serve the needs of the donor and the mission of SVT.

Process:

1. Development staff responds to initial request from donor. Stewardship staff determines appropriate location and type of bench. Development staff communicates location options and type of bench to donor.
2. Stewardship Committee reviews Memorial Gift proposal, including location and type of structure. Development staff reviews language for plaque in communication with Stewardship staff. Stewardship Committee approves or denies with suggested changes.
3. If the Stewardship Committee approves the Memorial, the SVT Board is given notice. The Board has ten days to respond if they think there is a problem.
4. If the Board raises no objections, Development staff notifies the donor to finalize the gift.

Guidelines:

1. Bench Placement
Consideration will be given to the following factors in determining bench placement:
 - Aesthetic attributes
 - Wildlife observation attributes
 - Avoidance of sensitive ecological resources; bench placement should not negatively impact habitat
 - Density of benches and other memorials at a particular reservation

Stewardship staff have developed maps of suggested bench locations for each of SVT's Top 20 Reservations. Other placements may be considered.

2. Bench Type
Natural materials are preferred. The bench should fit appropriately into the landscape.
3. Plaque

Engraved metal plaques are preferred and should not exceed 2" x 4".

4. Term

SVT will maintain the bench for its natural lifetime. The bench will be removed when it becomes too unsafe to sit on or if it is vandalized in a manner that makes it visually unacceptable.

SVT does not guarantee against the effects of weather, vandalism, or theft.

5. Accessories

No accessory items will be allowed (such as plastic flowers, painted rocks or other adornments).