

## The Ohio Cemetery Database

The original data set for this database was created by electronically scanning *Ohio Cemeteries* (compiled by the Ohio Genealogical Society, Maxine Hartmann Smith, editor, 1978) and *Ohio Cemeteries Addendum* (compiled by the Ohio Genealogical Society, Teresa L. M. Klaiber, editor, 1990). I processed the files, through optical character recognition software. I then spent considerable time visually and manually editing the data. This process was followed by running the *Microsoft Word97™* spell checker against the file.

After these edits, I formatted the data into a comma-delimited text file and processed it through several formatting programs using *QuickBasic™* before importing the data into *Microsoft Access97™* in a *Microsoft Windows™* environment on various PCs. This database has over 100 data storage fields, many of which will not appear in the book. In some cases, we had very little submitted information and in other cases the information we did have was so dated, that printing the fields would have added much length but little new information.

The OGS Cemetery Book Committee sought new and updated information by mailing *Lost and Found Cemeteries* forms to all Ohio chapters of the Ohio Genealogical Society and to genealogists and others who might be interested in submitting new or updated cemetery data. Through this effort, we found many cemeteries that had not been included in the two previous OGS cemetery volumes. We were thus able to update information on previously known burial grounds. Additionally, OGS volunteers scanned all the cemetery books found in the OGS library for additional data. Later in the project, we developed appropriate cemetery data collection forms and sent them to various county volunteers who returned them, thus further refining our data.

Also in 1997, I undertook a project to identify every cemetery that was named or symbolized on the United States Geological Survey's (U.S.G.S.) 7½-minute topographic maps. I visually scanned each of Ohio's 788 topographic maps, twice, for cemetery symbols, entering the cemetery names and their coordinates into the database. After downloading a file of all Geographical Names Information System (GNIS) information from the Internet, I integrated that data into the database. I checked this information

electronically against the visually scanned data entries. Finally, I visually scanned an electronic version (MapTech's *Terrain NavigatorPro™*) of the Ohio's topographic maps. All data was then compared with the database and additions and corrections were entered.

OGS then initiated a cooperative project with the Ohio Township Association attempting to list all known burial sites for each individual township in the state. We sent an individualized list to each Ohio township governmental unit seeking the following information: cemetery name verification, exact location, cemetery condition, size and ownership, maintenance responsibilities, size and burial status.

In 2002-03, a draft version of each county's cemetery listings was sent to various county volunteers to proofread. As these lists were returned, I entered the appropriate changes into the database.

In the spring of 2003, the OGS staff and volunteers scanned the OGS library shelves and the library catalog for publications containing tombstone inscriptions, military titles containing veteran burial information, and church histories that contain burial records. These publications are listed in the bibliographic section of this book. Funeral home records or county death records from probate courts between 1867 and 1908 were not included in the bibliography were because, in most cases, the cemetery of burial was not named in these published records.

### Database Terminology

A *database* is a means, using computer software, of storing a large group of related information. A *file* is a subset of the database and consists of a smaller amount of similar data. Within a file are *individual records*. In the cemetery database, each cemetery is an individual record. Within each record are many *fields*, each dealing with a specific bit of information about that particular cemetery.

By creating a database, it is possible to maintain, standardize, sort, and derive statistics from the data. Data can be changed, added or deleted at any level. Also, a database is searchable and can be printed in almost any imaginable format, all without changing the original data.

# Ohio Cemetery Database Fields Included In This Book

(in order of appearance)

**Note: If a field name does not appear within any given cemetery, it means that no information is available for that particular field.**

## County Name (no field name)

Each county is listed alphabetically in this book. The number following the name is consistent with this alphabetical listing.

## Township/Village/City (no field name)

This field contains the name of a political entity, such as a township, village or city. In most cases, the most recent political entities were used and may not reflect the political entity at time a cemetery was mentioned in a publication or a business or court document. If the entity is a city or village, the name is followed by either *Village of*, or *City of*. Otherwise it is implied that the entity is a township. The only exception is the City of Cleveland in Cuyahoga County. It is broken up into *Cleveland (East)*, *City of*, and *Cleveland (West)*, *City of*. The Cuyahoga River is the dividing boundary.

Whenever practical, the political entities are the most modern names available and not the original, pre-annexation, or consolidation names. However, some entities were left in the database as townships, even though today the cemeteries are physically located in cities. Some political entity entries are due either to having inexact locations or to personal preferences of the various county volunteers reporting the data. We have standardized the modern political entity names following the spelling used within the U.S. Department of Commerce's TIGER database.

## Township/City/Village Code (no field name)

This 4- or 5-letter code follows each political subdivision name in parentheses. It is used in the book's every name cemetery listing index and in the by county cemetery index listing to denote the county and township/town/city where each cemetery is located. I created this code by modifying the basic four alphanumeric codes found in the *Index To The 1860 Federal Population Census of Ohio* Volume I, xiii-xxii (edited by Lida Flint Harshman, 1979). Because this coding system was inconsistent and because there have been additions and changes in townships/towns/cities, the code was increased to five digits. Many new code combinations had to be added. Whenever a village or city is named the same as a still existing township, the appropriate

suffix of *V* for village or *C* for city was added to make it unique. Because of the limited number of code combinations, there is some duplication of township codes, e.g. both Salem and Smith townships are coded as SM. These duplications were kept to a minimum.

## Cemetery Names (no field name)

This field contains ALL the known names of each burial site. I have included all cemetery names that have been published and/or that are in common usage whether or not they were correct or incorrect names. I attempted to place the most correct names in descending order of usage. However, I made no attempt to assign a *most correct* name to a cemetery. Although this may be confusing, it should help cross reference names that have been used in the past but are no longer in common or legal use. I listed all names previously given as AKA (also known as) names without the "AKA" designation.

The cemetery book committee recognizes that the use of ALL known names runs the risk of continuing past errors such as misassigned and misspelled names. However, I feel that, although most cemeteries have established names, a substantial number of them have a plethora of names. Names can be dependent on a cemetery's age, land ownership, governing bodies, cartographic interpretation, maintenance personnel, local custom, denominational, religious or surname preference, road names, landscape features, assignment by WPA workers and sometimes the whims of the genealogists involved.

When a cemetery has multiple names, each name within the field is separated by a dash. A slash between names usually indicates name spelling variations or possibly plural or singular versions of a particular name. Whenever possible, I converted abbreviations to full length spelling. Most apostrophes were removed from names.

The word *Cemetery* was eliminated from the name field but, in most cases, it is implied. I frequently added descriptive terms such as graveyard, burial ground, mausoleum, plot or columbarium to the name to clarify the type of burial found in that specific cemetery.

The word *Family* was removed from cemetery names with the following rationale: If multiple families were buried there, the word *family* was removed. The cemetery was then identified as a Family Cemetery as opposed to a city, religious, or private burial site.

The word *Farm* was removed from cemetery names if I felt that the name identified a type of burial, i.e. on a farm as opposed to in a city, village, or religious burial site. The appearance of the word *farm* typically indicates the ownership of the land, currently or at some point in the past. For example, if the name was Smith Farm and the primary surnames buried there are Smiths, the word *farm* was removed. However, if the word *farm* indicates ownership, it was left in the name to indicate ownership.

I removed the words *Amish* and *Colored* from cemetery names and placed that particular information in a separate data field. The cemetery book committee felt that these words were originally assigned to cemetery names to denote ethnicity and not as an identifying name. If the word *Colored* was part of or the only name assigned, I converted it to the words *African American* (unhyphenated). I could not use the hyphen (dash) because it interfered with various computer program sort programs used to format the data.

If more than one cemetery of the same name was found within a political subdivision, the cemetery names were made unique by adding a pound sign (#) followed by an incremented number. I assigned these numbers randomly unless a previous published numbering system had established a precedent.

For consistency, I standardized such cemetery names as *Unnamed*, *Unknown*, *No Name*, etc., to *Unnamed*, followed by the pound sign (#) numbering system described above.

If a cemetery is named as *Unidentified # xxx*, it is a cemetery of an unknown name that I found on a U.S.G.S. topographic map for which I could not find an equivalent or determinable *genealogical* name. In most cases, these cemeteries are actually named cemeteries. However, because of the vagueness of location descriptions found in various published sources (two or more cemeteries in the same general area), they could not be correlated with a known name. In other words, they are most likely undetermined duplicates.

Names in parentheses are names that appear on topographic maps (See Index B). Names not in parentheses may or may not be included on the topographic maps.

The words *Old* and *New*, when part of the cemetery name, are treated as prefixes, thus all the *Old* and *New* cemetery names within a political subdivision will sort by those two words and not by the principal name. In many cases, there will be an *Old* cemetery without a *New* one being listed or

vice-versa. Sometimes both old and new cemeteries are listed as the same cemetery. However, whenever the data dictated (non-adjointing locations, different establishment dates, different conditions etc), I attempted to break them out as two entries.

Occasionally, especially in larger cities, I found small but contiguous cemeteries (primarily burials of persons of the Jewish faith) that are listed as separate cemeteries. At the cemetery itself or on a map, they may appear as one large cemetery.

In Index C when surnames and given names are listed as a cemetery name, they are listed as surname name followed by given. However, be advised that sometimes I could not determine if the names were actually surname/given name combinations. It is best to check under all possible word combinations to find a particular surname cemetery. In addition be aware that in the main body of the text, the names are listed as given name first followed by the surname.

### **Sequence Number**

#### **(following the cemetery names)**

The sequence number is a database assigned number from 1 to about 16000. It follows the cemetery name and is enclosed in parentheses. This number sequence exists only within this database and in reports extracted from it. Each separate cemetery has an assigned number that is generated and incremented by one in the order of data entry, i.e. the first cemetery entered is 1 and the last one to be entered will be the highest number in the database, until another cemetery is entered. Although sometimes clustered together by county or political subdivision or even name, there is no sequence to these numbers other than data entry order.

The value of this field is that it is shorter than most names and is unique to each individual record. Thus this number can be used to identify or to lookup a cemetery, regardless of data changes in other fields in the database. When a cemetery record is deleted, its sequence number is no longer available for use again in the database. Thus the highest sequence number is not a count of the number of cemeteries in the database but merely an indication of how many entries have been made. For example, at this writing, the highest sequence number is 15,871 but there are only 14,602 cemeteries listed. Thus 1269 data entries (cemeteries) either have been consolidated into other cemeteries or were deleted from the database for other reasons.

### Burial Status (Bur. Status:)

The Burial Status field describes the current, or most recently recorded, status of burial activity using the code listed below. Because of the lack of cemetery terminology standardization, these status codes have been subject to interpretation by some publications and by cemetery book volunteers and thus are not guaranteed to be accurate. In addition, some of the data may be quite old (pre-1978) and the burial status may have changed in the interim.

- A Active. Burials can/are currently taking place.
- LO Lot Owners. Burials are limited to lot owners.
- DE Deactivated. Burials have been stopped (assumed Closed) since 1976.
- I Inactive. Burials could be taking place, (officially Active), but no burials since circa 1976.
- O Old. Cemeteries assumed to have been closed to burials before the 20<sup>th</sup> century.
- C Closed. Cemeteries assumed to be closed but that were open sometime in the 20<sup>th</sup> century before 1976.

### Cemetery Condition (Cond:)

This coded field defines the physical condition of a cemetery. At the time of the database's creation, this information went into one field and may have contained more than 75 codes. Therefore, I split the information into three fields: cemetery condition, burial status and location. In so doing, the data had to be retrofitted into our new coding system. By making the data codes more general, I may have lost some information in translation. The system is now more workable but less specific.

This cemetery information is the latest information available and was taken from cemetery book volunteers, from the two original OGS cemetery books, or from other published sources. Approximately one-third of the information is pre-1976 and therefore not current. Also, since some terms are ill defined in some genealogical publications, I occasionally had a difficult time interpreting their meanings. Consequently the actual condition of any given cemetery is very possibly one or two steps removed from its listed code.

The original cemetery condition field contained several codes involving movement of cemeteries: complete removal (both remains and monuments), all but remains removed, all but monuments removed, partial removals of both remains and monuments, partial removal of

remains, and partial removal of monuments. I have consolidated these codes into one, *Moved*, indicating that a majority of remains and/or monuments were removed. Thus a cemetery is considered as moved, even though remains (all to none) and/or monuments (all to none) have been left in the original cemetery.

One cannot determine whether the cemetery's physical condition relates to the stones/monuments or to the condition of the grounds, or to both. A cemetery could have stones that were in perfect condition, but the condition of the grounds was deplorable. Likewise, another cemetery could have a golf-green landscape with the stones being vandalized or gone. Since a description of the condition is relative and certainly not standard across most genealogical publications, I had no choice but to consolidate these two types of descriptions. In most cases however, the physical condition refers to the grounds and not to the monuments.

Definitions of the physical condition codes are listed from highest to lowest order of condition or maintenance. In the publication, some textual information, especially concerning movement of remains, may follow the codes.

- HM Highly Maintained. Such cemeteries are very well kept, mowed and otherwise maintained on an on-going basis;
- MM Moderate (or Average) Maintenance. Such cemeteries are well kept, mowed and otherwise maintained on, at least, an annual cycle;
- LM Low Maintenance. Such cemeteries are rarely maintained to any great degree, at least every five years, but usually not on an annual basis.
- N Neglected. These cemeteries suffer from benign neglect. They probably have not been cleaned up or restored in the last ten years or more. They are slowly disappearing for lack of human intervention to maintain them. The term *abandoned*, used previously in the OGS cemetery books and in other publications, is now included in the term *neglected*.
- E Endangered. These cemeteries, even though otherwise maintained, are on the verge of being destroyed because of human or human controlled activities, e.g. being trampled by livestock or agricultural plowing, mining, road-building, or construction.
- D Destroyed. These cemeteries are known to have been overtly destroyed due to human activity. There may or may not be remains

- in place. Primary examples are cemeteries that have been plowed or paved over.
- R Restored. These cemeteries have been restored at some point in time, i.e. at the time of the most recent data recording. I have assumed that the cemetery is inactive.
- G Gone. These cemeteries have disappeared, for unknown reasons, with no available on-site evidence of them ever being a cemetery. Remains may or may not be in place but are not in evidence.
- X Extinct. These cemeteries have not only been destroyed, but have had the site totally obliterated, i.e. no chance of either remains or monuments ever being found. Some methods by which the cemeteries were destroyed include excavations such as strip-mining, road building, or building construction.
- M Moved. These cemeteries have been moved, either partially or totally, to other cemeteries. The reason for removal and/or place of relocation is often included in the data. Unless otherwise stated, the location description and/or coordinates are for the original cemetery site.

#### **Cemetery Location (Loc. Code:)**

This is a coded field used for identifying the location of cemeteries whose location is unknown or that are located within another cemetery. If the field is blank, either data is lacking or the location is well known and is recorded in the Location field (see below). Most of the codes are general and may suffer from overlapping interpretations. Only the WL code has a status and interpretation.

- LL Lost Location. The cemetery is known to have existed but the location has been lost.
- UL Unknown Location. The cemetery still exists, according to data imported from the original OGS cemetery books or from cemetery book volunteers, but the exact location is unknown.
- GL Gone and Lost. Cemeteries that are not only gone, but also there is little chance of them ever being found. This includes cemeteries that were *lost* soon after their establishment and were never properly recorded.
- U Unknown. These are cemeteries for which the locations were never known or were only rumored to exist. Probably no written record other than a casual reference, such as in a county history, exists.
- WL Within another Cemetery. These cemeteries are located within or adjoin other cemeteries. However, because of

differences in names, ownership, age, condition, burial status etc., they are listed separately.

#### **Burial Types (Bur. Type:)**

This field identifies the various types of burial markers found within cemeteries.

- HO Headstones only. These are cemeteries where all monuments are primarily, if not exclusively, headstones.
- MBT Multiple Burial Types. These cemeteries could have any combination of one or more of the types listed herein.
- SO Statues only. Statues with burials and cenotaphs or monuments without burials. If I determined that the site was never an actual burial site, I removed it from the database.
- MO Mausoleums only. Stand alone burial vaults or other above ground buildings that contain burials. No headstone type burials.
- CO Columbariums only. Site only has structures that contain cremains. May be stand-alone structures or within churches. No headstones, mausoleums, statues present on site
- Mass Sites of mass or common grave burials. Usually no individual markers.
- DM Displaced markers. These are stones that have been physically removed from the burial cemeteries. They are found in museums, building foundations, sidewalks or other places removed from the cemeteries. In some instances, the burial type was coded as DM but stones were not moved off site. Such instances were removed if the interpretation was questionable or were re-coded to a burial condition of endangered.

#### **Owner Code, Type and Ownership (Own:)**

Three fields are combined under this heading with the fields being separated by dashes. If data is lacking for any field, the individual field name can be determined by the data present. The field are:

*Current owner code – Original owner type– Owner of last record.*

The first field a one or two lettered code or words that deal with ownership and or maintenance of a cemetery. See ODRE section below for code interpretation

This second field may or may not agree with the Owner Code (one or two letter code) and/or the owner type associated with the Ohio

Department of Real Estate (ODRE) number (explained below).

The third field is the owner of last record. This field does not necessarily reflect the current owner, but is the latest information made available.

**Section, Township and Range, Lot and Tract (Sect:)**

This field identifies, using the U.S.G.S. topographic maps as a standard, various sections of land. If data is missing from this field, it is not available or was not reported.

Abbreviations

BTM–Between the Miamis	OSU–Ohio State University
CL–Congress Lands	Q–Quarter
ER–Entire Range	R–Range
FR–Fractional Range	RT–Refugee Tract
L–Lot	S–Section
MP–Miami Purchase	T–Township
MT–Military Tract	VMS–Virginia Military Survey

The cardinal points (North, South, East and West) are N, S, E or W. The word *of* is used to further break up sections or townships. For example there can be a N, W, E or S of section x. i.e. a half section N1/2 of S2 (320 acres) Often sections are broken down to describe quarter (1/4) sections, e.g. NW1/4 of S2 (40 acres). These can be further broken down into 1/16 sections, e.g. SE1/4 of NW1/4 of S2 (10 acres).

Other terms to further describe a location are: *Central* (probably within a quarter section of the center of a section, circa 1400 feet). *Center* (probably within an eighth of a section of a center, circa 700 feet). *Edge* (cemetery touches or comes close to touching a east-west or north south section line or subsection). *Corner* (cemetery located in a corner of a section or subsection). *Extreme* (Cemetery is close to being on the edge of a line or perimeter, but probably not touching it).

For further discussion of surveys and mapping in Ohio, consult the booklet *Ohio Lands*, available at no charge from the Auditor of the State of Ohio P.O. Box 1140, Columbus, OH 43216-1140 or in PDF format at [www.auditor.state.oh.us/publications/](http://www.auditor.state.oh.us/publications/).

**Location (Loc:)**

This description is for the physical location of each cemetery. Whenever possible, I applied the following standardized techniques to direction descriptions:

- 1) The location field descriptions are locational, i.e. using distances as descriptors. However, some descriptions are directional, i.e. using right and left turns and mileage as descriptors. I converted directional descriptions to locational directions whenever possible.
- 2) The location is described in terms of distance, in order of longest distance to shortest distance.
- 3) If a specific address is listed, it is the actual location address of the cemetery and is not a cemetery office address. The address is usually listed first, before an actual description to the cemetery location.
- 4) If the cemetery is located in a village or city, this town location is listed first, unless the Township/Village field contains this information, in which case the village or city name is usually omitted from the description.
- 5) All road type abbreviations were standardized to the following: TR = Township Road, CR = County road, SR = State of Ohio maintained roads, US = Federal road, and I = Interstate highway.
- 6) If a particular road has both a name and a number, the name is put in parentheses and the road number is not. If only one or the other is present, parentheses are omitted.
- 7) Directions are compass directions and not left or right.
- 8) Fractional distances were converted to decimals. All distances of less than a mile should have a leading zero (0.xx). Any distance less than a mile is described as singular i.e. (mile) whereas all distances of more than one mile are described as plural (miles).
- 9) Locations are described from known and permanent landmarks or roads. I eliminated ephemeral descriptions, especially those using business locations.
- 10) Admittedly, some small town names are not listed on many modern maps, such as county maps; however, all names should be on U.S.G.S. 7½-minute topographic maps. Also Julie Overton’s *Ohio Towns and Townships to 1900: A Location Guide* (OGS, 2000) was consulted.
- 11) Road names are a mix of U.S.G.S. topographic maps (1960’s to current) and more modern road maps. I gave precedence to the most modern names/numbers.
- 12) If no location description is present, the cemetery should be considered as lost.

**Caveats (Caveat:)**

This note is restricted to problems with mapping, location and/or existence status of the cemeteries as a whole. The comments are just

caveats to the information given elsewhere in the cemetery record.

**Coordinates (Coord:)**

This combined data field consists of the geographical latitude and longitude fields and the name of the 7½-minute United States Geographical Survey (U.S.G.S.) quadrangle on which the cemetery is found.

The database entry coordinates come from four main sources: United States Geographical Survey (U.S.G.S.) topographic maps, Geographical Names Information System (GNIS), Geographical Positioning System (GPS) instrument data, and interpretations from other sources, e.g. county maps. Data is listed in 1/100's of a second. However, the data seldom if ever reflects this degree of precision, given the accuracy of GPS units, map placement and manual interpretation of data.

In any case, if a cemetery has existing, above ground stones, they should be findable if one is standing anywhere within a second or so distance from them.

The coordinates, when read directly from the topographic map, are usually located in the approximated center of the cemetery and/or if a cemetery cross symbol is shown, at the junction of the cross. They are not necessarily coordinates associated with gates, entrances or exits of the cemetery.

The quadrangles are named by U.S.G.S. after local towns or other landmarks and may or may not reflect any actual political entity.

**ODRE Number and Type, Ohio Historical Site Inventory and WPA (ODRE:)**

This field includes three combined fields of information:

ODRE—Ohio Division of Real Estate
OHI—Ohio Historical Preservation Office
WPA—Works Progress Administration (later Work Projects Administration)

The source of the data can be determined by the coding system below:

The OHI codes are from the Ohio Historical Society's Ohio Historic Inventory and begin with a 3 letter county code.

WPA: *Yes* means that a WPA work is known. Such works may refer to publications such as cemetery maps, books, indices or catalogs.

The ODRE is a number; either a six digit number beginning with 98 or a ten digit number beginning with a year, e.g. 2000. A dash and a letter code indicating ownership type may follow the ODRE number. See below for codes.

The Ohio Division of Real Estate (ODRE) developed their coding system for active cemeteries that it registers. These codes were extended for general use. When no ODRE number is present, the editor assigned the reported code to the cemetery. One exception to the ODRE coding system is *LC*, which was given by some cemetery book volunteers. In some cases of non-ODRE submitted data, the ownership type may or may not be an indication of the original ownership of the cemetery. For instance, a cemetery that was originally a religious or family cemetery was at some point in time coded as R or F but is now recorded as T because the township took over ownership/maintenance. In all cases however, as best I could determine from the data, the most recent ownership type was the one recorded in the database.

**Ownership Type Codes**

A – Cemetery Association	O – Other. Includes, but is not limited to, federal, state and county agencies or entities.
B – Benevolent Society	P – Partnership
C – Corporation	R – Religious
F – Family or Private	S – Sole Proprietor
J – Joint	T – Township
LC –Local Community	V – Village
M – Municipal	Y – City

**Establishment Date (Est:)**

The data in this field is normally the date of a deed, or some other information source that indicates initial assignment as a cemetery. It may be an exact date or a general date, e.g. ~ (tilde) = circa, < = before, > = after. In other entries it is just a description about the cemetery, e.g. First in township.

**First Burial Date (First:)**

The data in this field is normally the date that indicates the earliest known burial. I assumed that a date equal to or later than the establishment date indicates the earliest date that the cemetery actually received a burial. If the date is earlier than an establishment date, I assumed that these were moved into the cemetery from another burial site sometime after the establishment date.

**Last Burial Date (Last:)**

The last burial date reflects data of the last known burial in the cemetery. When dates are found in the Last Burial Date field, I assumed that

the cemetery is actually closed to additional burials, i.e. it is no longer open to any burials, including lot owners.

#### **Size (Size:)**

This field indicates the size, in acres, of the cemetery at the last reporting date. The size does not necessarily indicate the initial size or the current size of the cemetery. Sizes less than 1 acre are expressed in the plural form.

#### **Number of Stones (Stones:)**

This field indicates the number and/or description of the stones that are located at a burial site at the last reporting date. The number of stones may be greater or less than the actual number of burials, depending upon the state of our knowledge of the actual burials and/or markers. Generally speaking, the number of burials should be larger than the number of stones because many cemeteries have unmarked stones and/or stones that have been destroyed or moved. Data from the Stones and Burial fields is often incomplete or missing, making the fields rather useless for any meaningful statistical interpretation.

#### **Burial Numbers (Burials:)**

This field contains data concerning the number of burials. See Number of Stones for further definition.

#### **Maintenance (Maint:)**

This field includes descriptions of the maintenance of cemeteries as compiled from various sources. It is self-explanatory.

#### **Burial Records (Records:)**

This field contains information on sources/locations of various burial records. The data is very incomplete and is sometimes very old, having been taken from the original *Ohio Cemeteries*.

#### **Church-Religion/Ethnicity (Religion/Ethnicity:)**

This field is a combination of three groups of interchangeable data, i.e. church, religion, denomination and/ or ethnicity. The data is self-explanatory as to content. The data sometimes matches the actual names of the respective cemeteries.

#### **References (Ref. Memo:)**

See the section above entitled *Areas not covered or only partially covered in this book*. Most of the data recorded in this field is a carry through from the original *Ohio Cemeteries* and is not to be construed as complete or totally accurate

#### **Access (Access:)**

The data that is found in this field is a combination of four fields within the database, *Gates, Enclosures, Road access and Legal access*. The data included should be self-explanatory as to which field it applies. Much of the data was carried forward from *Ohio Cemeteries*. We did not request this information when volunteers extracted data from existing cemetery books nor was it actively collected by the county cemetery book volunteers. However, when submitted, the data was included in the database.

## Codes and Abbreviations

Note: Some letter codes have been duplicated. Such codes must be taken within the context of their location, e.g. the code "A" could either be describing a

Burial Status i.e. an Active cemetery or in an ownership description i.e. a Cemetery Association.

Code	Word	Definition
-	Minus or Dash	Indicates a number probably smaller than the number given or used as a word separator
-	Double Dash	Used to divide separate cemetery names
#	Number	Indicates a number follows
()	Parenthesis	Surrounds cemetery names found only on topographic maps, dates, road names etc.
/	Slash	Used to separate words that are similar phonetically or in meaning or spelling. Used to separate road names or numbers that are physically the same.
~	Tilda or Circa	Associated with numbers or dates - meaning about, but not necessarily exactly
+	Plus	Indicates a number probably is greater than the one given
<	Less than or before	Usually a number or date; the real figure is less than or before the one stated
>	Greater than or after	Usually a date or number; the real figure is after or greater than the one stated
A	Active	Burials can be currently taking place
A	Cemetery Association	Organization created to own, manage or maintain 1 or more cemeteries
Aka	Also Known As	All cemetery names are (in this book) of equal value, the term aka was not used
B	Benevolent Society	Group organized for good will or charitable purposes
BTM	Between the Miamis	Land ceded by the government and surveyed using a particular system
C	Closed	Cemeteries assumed to be closed sometime in the 20th century before 1976
C	Corporation	An incorporated organization, usually for-profit
Cem	Cemetery	Used for designating a burial ground in the general sense
Center	Center	Probably within an eighth of a section of a center circa 700 feet
Central	Central	Probably within a quarter section of the center of a section circa 1400 feet
Chp.	Chapter	A smaller, partially autonomous group within a larger organization
CL	Congress Lands	Land ceded by the government and surveyed using a particular system
CO	Columbariums only	Churches or other structures that contain cremains only
Co	County	A geographical and political subunit of a state
Corner	Corner	Located in a corner of a section or subsection
CR	County Road	Roads within a county that are administered by county commissioners
D	Destroyed	Cemeteries that are known to have been intentionally destroyed
DAR	D.A.R.	Daughters of the American Revolution
DE	Deactivated	Burials have ceased (assumed Closed) since 1976
DM	Displaced markers	Stones that have been physically removed from the burial cemeteries.
E	East	A cardinal point on a compass; a land unit descriptor, see South
E	Endangered	Cemeteries on the verge of being destroyed because of human-controlled activities
Edge	Edge	Touches or nearly touches an east-west or north-south section line or subsection
ER	Entire Range	Complete range usually associated with the Between the Miamis survey
Extreme	Extreme	Close to being on the edge of a line or perimeter but probably not touching it
F	Family or Private	Refers to individuals or members of a family, in the context of cemeteries, ownership, etc.
FR	Fractional Range	Part of a range usually associated with the Between the Miamis survey
G	Gone	Cemeteries where all above ground evidence has disappeared
Gen.	Genealogical/ Genealogy	Genealogical or genealogy
GNIS	GNIS	Geographical Names Information System; a database created using topographic maps as a basis that includes among other things some cemetery names and coordinates
HM	Highly Maintained	Cemeteries are kept mowed and otherwise maintained on an on-going basis
HO	Headstones only	Cemeteries in which monuments are primarily if not only exclusively headstones
I	Inactive	Burials could be taking place (officially Active) but no recent burials since ~1976
I	Interstate Highway	Large, usually multi-laned, limited access, interconnecting system of roads
I.O.O.F.	IOOF	Independent Order of Odd Fellows - A service organization
J	Joint	Indicates ownership or management by more than one entity
K	K	Data is known, but further explanation or coding not given
L	Gone and Lost	Cemeteries that are gone but with little chance of them ever being found
L	Lot	Map subunit varying in size from many acres to small building site
LC	Local Community	A loosely defined group of people living in a localized area

LL	Lost Location	Cemeteries known to have existed but the location has been lost
LM	Low Maintenance	Cemeteries are maintained at least every five years
LO	Lot Owners	Burials limited to lot owners
M	Moved	Cemeteries that to a greater or lesser degree have been moved elsewhere
M	Municipal	Equivalent to a city or sometimes an area of several cities
Mass	Multiple graves	Sites of mass or common grave burials. Usually no individual markers
MBT	Multiple Burial Types	Cemeteries could have any combination of 1 or more of the types
MM	Moderate Maintenance	Cemeteries maintained on at least an annual cycle
MO	Mausoleums only	Stand alone burial vaults or other buildings that contain burials. No headstones
MP	Miami Purchase	Land ceded by the government and surveyed using a particular system
MT	Military Tract	Land ceded by the government and surveyed using a particular system
N	Neglected	Cemeteries suffer from benign neglect. Not been cleaned up in the last 10 years
N	North	A cardinal point on a compass- a land unit descriptor
NE-SE-SW-NW	Northeast-Southeast-Southwest-Northwest	Descriptor for 1/4 portion of a land unit descriptor, e.g. NE1/ 2 of S10
NE-SE-SW-NW	Northeast-Southeast-Southwest-Northwest	General abbreviations used in describing directions between cardinal points
N-S-E-W	North-South-East-West	Cardinal point abbreviation for North-South-East and West
O	Old	Old cemeteries assumed to have been closed to burials before the 20th century
O	Other	Includes but is not limited to federal state and county agencies or entities
ODRE	Div. of Real Estate	Ohio government division that registers active cemeteries
OHI	OHI	Ohio Historic Inventory. Administered by the Ohio Historical Preservation Office
OSU	Ohio State University	Land ceded by the government and surveyed using a particular system
P	Partnership	Two or more persons, bound together by a legal business agreement
pp	Pages	Pagination abbreviation for pages
Pt	Part	Subdivision or part of a book or volume
Q	Quarter	Map measure 1/4 of a larger unit
R	Range	Map subdivision usually associated with a Township
R	Religious	Groups of people, organized as a religion or church, with similar beliefs or faiths
R	Restored	Cemeteries that have been restored at the time of the most recent data recording
RT	Refugee Tract	Land ceded by the government and surveyed using a particular system
S	Section	Map unit from a fractional to several miles (normally a square mile)
S	Section	Survey unit; more less a square mile. A prefix for a section number
S	Sole Proprietor	Single owner or manager
S	South	Cardinal point on a compass; a 1/2 portion of a land unit, e.g. S1/2 of section 10
SAR	SAR	Sons of the American Revolution
SO	Statues only	Statues or monuments with burials; probably no individual headstones present
Soc.	Society	Formally recognized group of persons that have a common interest or purpose
SR	State Road	Road that is named/administered and/or maintained by the state government
T	Township	Map unit, usually associated with a Range
T	Township	Land unit, usually governed by a township board of trustees
TR	Township Road	Roads usually under the care of the township board of trustees
U	Unknown	Cemetery location was never recorded or was only rumored to exist
UL	Unknown Location	Cemetery still exists but the exact location is unknown
US	Federal Road	Roads administered by the Federal Government, but maintained by the state
USGS	U.S.G.S.	United States Geological Survey. A Federal Government that creates topographic maps
V	Village	Governmental unit which may or may not be incorporated
VMD	Virginia Military District	Land ceded by the government and surveyed using a particular system
Vol.	Volume	Parts of a publication, usually bound in one or more units
W	West	Cardinal point on a compass; a land unit descriptor; see South
WL	Within	These cemeteries are located within or adjoin other cemeteries
WPA	Work Projects Administration or Works Progress Administration	New Deal (1935-41) federal governmental body that administered various projects to increase employment while doing work for the general good of the society
X	Extinct	Cemeteries totally obliterated, both remains and monuments gone
Y	City	An incorporated governmental unit, sometimes crossing county

## Appendix XVI – Cemetery Worksheet Instruction Details

This appendix gives detailed instructions for the worksheet found on the inside back cover of the book. The form is arranged in numbered rows and will be explained in that order. These numbers can also be used to reference additional information entered on the back of the form. A line should separate each row (on the back of the form) across the page so that the data is divided up into sections.

Data entry volunteers will appreciate typed or carefully printed copy.

Row 1) Contributor or contact person: Should be the person completing the form. List other persons or sources in row 21.

Row 2A) Primary cemetery: Current name(s) used for the cemetery. 2B) County: List county. List multiple counties if the cemetery crosses a county boundary. 2C) OCB Key: Enter number of cemetery if it is listed in (OCB) *Ohio Cemeteries: 1803 – 2003*. It is located after the cemetery names. 2D) OCB Page #: Page number of OCB.

Row 3A) AKA Names: List all names not listed in Row 2A that you feel belong to this cemetery. Include any published names. If a name is in error, list it and then lightly cross it out. 3B) Date of Data: List date this form was completed. 3C) Twpsph Range: List the township, range or lot of cemetery. Consult map or deed.

Row 4A) Township or City: List the primary township, village or city. Use multiple entries (in order of size) if cemetery crosses boundaries. 4B) Sec.: Section number. Consult a topographic map or other map with section numbers. See Codes and Abbreviation (pages xvii-xviii) or detail description (page 6) for method of listing.

Row 5A-L) Headings for Rows 6 (Stones) and Row 7 (Burials).

Row 6A) Max. #: Maximum number of stones ever in cemetery at one time. 6B) Current #: Current number of stones in cemetery. 6C) Move out: Number of stones moved to other cemeteries. Do not include destroyed or missing stones. 6D) Moved out: Year(s) stones were removed to other cemeteries. NOTE: List where stones were moved to in Row 25 below (Notes) or on back

of page as Row 6. 6E) Moved in: Number of stones moved into cemetery from other burial sites. 6F) Moved in: Dates stones were moved to current cemetery. NOTE: List where stones moved from in Row 25 below (Notes) or on back of page as Row 6. 6G) Maint. Freq.: Frequency of stone maintenance, e.g. as needed, number of years, never or unknown. 6H) Maint. Last: Date of last stone maintenance. 6I) Not applicable. 6J) First Date: Date of oldest known stone. 6K) Last Date: Date of most recent stone. 6L) Area size: Size of area that contains stones (in acres expressed as 000.000).

Row 7A-L) Same as Row 6 except that 7I is establishment year and or date(s) of all deeds and 7L is size (by deed or measurement) of entire cemetery.

Row 8A) Overall Condition: Condition of overall cemetery. Use Cemetery Conditions on pages 4-5. 8B) See same pages for codes.

Row 9A) Ground Conditions: Verbally describe grounds care and maintenance, including frequency. Use Cemetery Conditions on pages 4-5. 9B) See same pages for codes.

Row 10A-B) Same instructions as Row 8 and 9, except describe stones. 11D-E) Burial Types: Use descriptions and codes found on page 5.

Row 11A-B) Burial Status: Use descriptions and codes as found on pages 3 and 4. 11C) Data Year: List date when this data was last recorded. 11D): Indicate *current* type of *burials*, e.g. individual, family, multi-family (mostly related), community, religious, corporate, etc. 11E) Code: Do not code. OGS volunteers will code this field.

Row 12A) Accessibility: Verbally describe the road accessibility and ease or difficulty of finding or reaching the cemetery. 12B) Code: Do not code. OGS volunteers will code this field.

Row 13A) Legal Access: Describe legal aspects of access to cemetery. Include owner temperament, location, accessibility etc. 13B) Code: Do not code. OGS volunteers will code this field.

Row 14A) Fences and Gates: Describe types and conditions of enclosures, gates

and/or locks. Indicate if present or absent. Indicate if fences, gates or locks inhibit or prohibit access. 14B) Code: Do not code. OGS volunteers will code this field.

Row 15A) Describe location and/or directions to the cemetery from a well-known point. Use compass directions and distances on roads, fields etc. where possible. Otherwise use left or right directions. See page 6 under Location for further instructions.

Row 16A) Location Accuracy: Describe how well location is known, e.g. well known, location is in question, location lost, location never recorded, or accuracy is unknown. 16B) Code: Do not code. OGS volunteers will code this field. 16C) OHSI #) Ohio Historical Society's Historic Preservation Number: Contact OHS office for number. 16D) ODRE # and Type: Ohio Department of Real Estate number: Contact their office for number. NOTE: This number applies to active cemeteries only. If cemetery is not active, contact ODRE to have number deactivated. ODRE will indicate the cemetery type. See page 6 for codes.

Row 17A-F) Map Data: Enter coordinates from source such as GPS or other map. Where possible list as degrees, whole minutes and seconds expressed as a two digit decimal. 17G) GPS: Circle *GPS* was used. Otherwise cross out field if other method was used. 17H) Indicate map or method or source of non-GPS readings. 17I) WPA: Circle *WPA* if WPA maps or other WPA data are available. Record other WPA data in Row 25.

Row 18A) Current Owner: List name, address and/or date of most recently known owner. 18B) Original owner: List name(s) and date of earliest known ownership as a cemetery.

Row 19A) Maintained By: List names, affiliation, address, etc. of persons or entities responsible for the cemetery maintenance. Indicate and list all parties if maintenance is shared. Indicate which party is ultimately responsible. 19B) Code: Do not code. OGS volunteers will code this field.

Row 20A) Ownership Type: List type of *current* ownership, e.g. private, government, religious affiliated, cemetery association, business, commercial, industrial, agricultural etc. 20B) Code: Do not code.

OGS volunteers will code this field. 20C) Private Public: Circle *current* type of ownership. 20D) Nonprofit Profit: Circle *current* type of ownership. 20E): Indicate *original* type of *cemetery*, e.g. individual, family, multi-family (mostly related), community; religious, corporate, etc. 20F) Code: Do not code. OGS volunteers will code this field.

Row 21) References: Cite published and unpublished records here. Include on-site, church or other burial records here, including but not limited to availability, caretaker name and location. If the data in the form is not your original research, credit other researchers here.

Row 22) Restore Efforts: Describe or comment on restoration efforts- include dates and credit persons or organizations doing the restoration.

Row 23) Ethnicity-Religion: List past or present religious affiliations or ethnicities or on-site churches associated with the cemetery. Indicate a time period for each item.

Row 24) Surnames-Military: List surnames of famous or infamous persons, such as governors, presidents, pioneers, noted criminals or other persons of general interest. Family surnames should not be listed unless there are fewer than five surnames. Multiple surnames and inscriptions should be submitted separately to OGS. Include total numbers of military burials, broken down by war or time period. As in the case of family surnames, veteran names can be submitted separately to OGS.

Row 25A) Include any notes here that you feel are noteworthy. 25B) Circle *Attached* if pictures, notes, maps, etc are enclosed on additional sheets. 25C) Circle *On Back* if additional information is written on the back of the form.

Thank you for your assistance.

Cemetery Worksheet Instructions - Appendix XVII											Contributor or Contact person			
2	Primary Name(s)	Use preferred name. Separate names by dashes. List AKA names below.				County	County name(s).				OCB Key	Reference OCB Cemetery Key	OCB Page #	OCB page
3	AKA Names	List in order of most to least used.							Date of Data	Date of Data		Twpshp Range	T-R-L	
4	Township or City	Township, Village or City etc.							Sec.	Consult topographic map or other map with sections				
5	Dates or # for →	Max. #	Current #	Moved Out	Moved Out	Moved In	Moved In	Malat. Freq.	Malat. Last	Estab. Date	First Date	Last Date	Area Size	
6	Stones →	Max. #	Current #	# Moved Out	Years moved	# Moved In	Date Moved In	Freq. quency	Last Maint.		Oldest Date	Newest Date	Cem. Size	
7	Burials →	Max. #	Current #	# Moved Out	Years moved	# Moved In	Years Moved In	Freq. quency	Last Maint.	Estab. Year	Oldest Date	Newest Date	Total Area	
Conditions and Status														
8	Overall Condition	Describe - whether cemetery is well maintained, neglected, endangered, extinct or moved. See text for codes and their descriptions.											Code	
9	Grounds Condition	Describe - grounds maintenance quality (how well) and quantity (how often).											Code	
10	Stone Condition	Describe - monument or stone condition e.g. whether in place, fallen, moved, maintenance damage, etc.					Code	Burial Types	Head stones only, mausoleum, statues, cremains, or mixed etc.				Code	
11	Burial Status	Describe e.g. active, inactive, lot owner, closed old etc. See pg. 4			Code	Data Year	Year	Current Cemetery Type	Individual, Family, Religious etc. See pg. 7 (Owner Type)			Code		
Accessibility														
12	Physical Access	Describe access roads and conditions and how easy or difficult the cemetery is to find.											Code	
13	Legal	Describe feasibility of legal access- Indicate owner temperament and how to contact.											Code	
14	Fences and Gates	Describe e.g. fence, wall and/or gate condition, if they exist. Indicate if not present. Indicate if gates or fences inhibit or prohibit access.											Code	
Locations														
15	Location	Describe location from a known permanent landmark or town, using road, compass directions and mileages.												
16	Location Accuracy	Describe how well location is know, example well known, location in question, location lost etc.					Code	OHSI #	OHSI Number	ODRE # and Type	Number - Type Code			
17	Map Data	Deg N.	Min. N.	Sec. N.	Deg W.	Min. W.	Sec. W.	GPS	Other Map used, county, township, topographic.			WPA		
Ownership and Maintenance														
18	Current Owner	Most recent owner and last date of last known ownership.					Original Owner	First known owner and year.						
19	Maintained By	If different from Ownership (Row18), indicate name and affiliation of person(s) or entities responsible for maintenance.											Code	
20	Ownership Type	Describe e.g. private, government, religious affiliated, association, etc.			Code	Private Public	Nonprofit Profit	Orig. Cem. Type	Individual, family, religious etc. See pg. 7)			Code		
General Information														
21	Reference Sources	Cite any associated published or unpublished references Include availability, location and existence of burial records here. Include people sources if not your own research.												
22	Restore Efforts	Put comments about restoration efforts, including dates.												
23	Ethnicity-Religion	Add any notes here about religion, shrines, buildings, ethnicity etc. Also previous church ownership.												
24	Surname-Military	Notes here about surnames, famous-infamous, military burials etc.												
25	Notes	Put any additional comments or notes here. Please use back of this page for additional notes. Attach other data as desired. All information will be placed in the OGS Library and will be available to all researchers.											On back Attached	
Contact Person: _____ Address: _____														
Completed on date ____/____/____ Phone: ( ) _____ E-mail: _____														
Fill in known information on copies of this blank form. Completing the lightly shaded areas (code fields) is optional.														
Both the blank form and these instructions may be photocopied. Please submit completed forms and make a copy for your records. Your contributions are greatly appreciated. Thank you from the OGS Cemetery Committee. Contact OGS at (419) 886-1903 for more information.														

1 OGS Cemetery Worksheet Form - Appendix XVIII														
2	Primary Name(s)							County			OCB Key			OCB Page #
3	AKA Names							Date of Data			Township-Range-Lot-Tract			
4	Township or City							Sec.						
5	Dates or # for →	Max. #	Current #	# Moved Out	Year Moved Out	# Moved In	Year Moved In	Maint. Freq.	Maint. Last	Estab. Date	First Date	Last Date	Area Size	
6	Stones →													
7	Burials →													
<b>Conditions and Status</b>														
8	Overall Condition												Code	
9	Grounds Condition												Code	
10	Stone Condition							Code	Burial Types	Code				Code
11	Burial Status					Code	Date Year	Current Cemetery Type						Code
<b>Accessibility</b>														
12	Physical Access												Code	
13	Legal												Code	
14	Fences and Gates												Code	
<b>Locations</b>														
15	Location													
16	Location Accuracy					Code	OHS Inv. #				ODRE # and Type			
17	Map Data	Deg N.	Min. N.	Sec. N.	Deg W.	Min. W.	Sec. W.	GPS Yes				WPA Yes		
<b>Ownership and Maintenance</b>														
18	Current Owner							Original Owner						
19	Maintained By												Code	
20	Ownership Type					Code	Private Public	Nonprofit Profit	Orig. Cem. Type				Code	
<b>General Information</b>														
21	Reference													
22	Restore Efforts													
23	Ethnicity-Religion													
24	Surname-Military													
25	Notes												On back Attached	
Contact Person: _____ Address: _____														
Completed on date ____/____/____ Phone:( ) - E-mail: _____														
Fill in known information on copies of this blank form. Completing the lightly shaded areas (code fields) is optional.														
Return this form to the Ohio Genealogical Society, 611 State Route 97 W, Bellville OH 44813-8813.														
Both the blank form and these instructions may be photocopied. Please submit completed forms and make a copy for your records. Your contributions are greatly appreciated. Contact OGS at (419) 886-1903 for more information.														