

Maryland Inventory of Cemeteries and Burial Sites Working Group  
Meeting 4 – August 8, 2025 at 12:00 PM  
Virtual Meeting

Working Group Members Present: Elizabeth Hughes, Hope Metzler, Beth Burgess, Daniel Phelan, Donna Nelson, Glenn Easton, Tina Simmons, Christiana Limniatis, Mark Edwards, Reginald Bishop

MHT Staff Present: Gregory Brown, Matt McKnight, Zachary Singer

OAG Staff Present: Adam Snyder

Members of the Public: Lance McPherson, Baltimore County Genealogical Society

The meeting came to order at 12:04 PM

I. Meeting Minutes

Mr. Edwards made a motion to approve the June 25, 2025 meeting minutes as submitted. The motion was seconded by Mr. Phelan and approved unanimously.

II. Cemetery Inventory Data Fields – Discussion

The group reviewed a comparison of cemetery inventory data field categories used by the Baltimore County Genealogical Society, the Alabama Historical Commission, and the states of Pennsylvania, Rhode Island, South Dakota, Texas, Utah, Washington, and West Virginia. The group selected those data categories that the Maryland cemetery inventory should include.

Ms. Burgess noted that clear instructions will be needed to accompany the inventory form in order to explain the definition and purpose of each data category to ensure that users will understand how to complete the form.

III. Cemetery and Burial Site Definitions – Subcommittee Report

The Subcommittee has been meeting to consider revisions of existing and creation of new definitions as called for in SB354. They may be ready to present a list of terms and definitions at the next meeting of the Workgroup.

IV. Next Meeting Date

The next meeting will continue the discussion of preferred data fields for the cemetery inventory and may include a review of the Definition Subcommittee's recommendations. The meeting will be virtual and is scheduled for August 22 at 12 pm.

The group discussed the selected meeting date and time which may no longer be ideal for the majority of the group. Ms. Hughes will circulate a meeting day/time preference form so that the group can revisit the matter.

Meeting adjourned at 1:10 PM.