

**THE LANDINGS GARDEN CLUB MEMBERSHIP FORM**

**2012 - 2013**

**Dues must be received by February 14, 2012** for your name to be included in the Member Yearbook.

Please submit your dues, along with this form to **Sally Jones** at the *January 23* meeting. OR, mail or tube to her home at 11 Stargrass Retreat.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

\_\_\_ Check here if any of the above information is different from the information in the 2011 - 2012 Yearbook.

**Active \$35.00 Inactive \$45.00** (circle one)

We ask that all members chair, co-chair or serve on at least one committee per year. Please check the committees on which you are willing to chair, co-chair or serve. Members who do not indicate a preference will be asked to assist with the committee where there is the most need.

COMMITTEE NAME	I WOULD BE WILLING TO CHAIR	I WOULD BE WILLING TO CO-CHAIR	I WOULD BE WILLING TO SERVE
<b>AWARDS</b>			
<b>BIRDS &amp; CONSERVATION</b>			
<b>CIVIC BEAUTIFICATION:</b>			
Causeway Clean-up			
Gate Decorating			
Village Library			
<b>GA REGIONAL HOSP</b>			
Sav Area Council of Garden Clubs Representative		-----	
<b>DESIGN</b>			
<b>HORTICULTURE</b>			
<b>HOSPITALITY</b>			
<b>MEMBERSHIP</b>			
<b>NEWSLETTER</b>			
NEWSLETTER DISTRIBUTION			
<b>PARLIAMENTARIAN</b>		-----	
<b>PROGRAMS</b>			
<b>PUBLICITY</b>			
<b>WAYS &amp; MEANS</b>			
<b>WEBSITE</b>	-----	-----	
<b>YEARBOOK</b>			

*A description of the committees is below.*

## **EXECUTIVE COMMITTEE:**

**President:** Responsible for all meetings, encourage members in all interests to do with gardening. Write letter in Petal Pusher. Appoint chairs of all committees except those of the Nominating and Charitable Gifts.

**Vice President.:** Assists President and is prepared to follow on to President.

**Corresponding Secretary:** Conducts all correspondence of club. Writes condolences, sends cards & flowers. Chairs the Nominating Committee

**Recording Secretary:** Keeps minutes of all meetings and sends copy by Email to President and Petal Pusher

**Treasurer:** Prepares budgets, records received money and deposits, writes checks, presents statement at each meeting and chairs Charitable Gifts Committee.

## **STANDING COMMITTEES:**

**Awards:** Has copy of the Garden Club of Georgia Guide book and checks which awards for which we are qualified. She will assist any committee chair to apply for an award. Liaison with District/State Awards Chair.

**Birds and Conservation :** Informs Club of pertinent information and programs regarding conservation of plants, wildlife, birds and environmental concerns.

**Charitable Gifts:** Makes recommendations for annual charitable fund giving.

**Civic Beautification:** Responsible for projects that improve, preserve or beautify the community e.g. Causeway Clean-up, Village Library Garden, Gate Decorations at Christmas, Arbor Day Celebration.

**Community Service:** Gifts to Georgia Regional Hospital; Maintain Club's garden area at the Farm House and attend Garden Center Board Meetings.

**Design:** Schedule arrangers for the table decoration at meetings and the Raffle.

**Horticulture:** Encourage members to bring horticultural specimens to meetings & help to identify them. Do a short presentation at meetings.

**Hospitality:** Schedule members to bring food, help set up and clean-up. Send hostess schedule to Yearbook; Makes arrangements for Club's annual May luncheon.

**Membership:** Keep attendance at meetings, Keep an up to date list of members and their information, accept applications for new membership.

**Native Plant Trail:** Assistance when required to maintain and increase biodiversity of the garden.

**Newsletter:** Responsible for publishing and distributing the Petal Pusher.

**Parliamentarian:** Advise on matters pertaining to parliamentary procedure and interpretation of By-Laws & Standing Rules.

**Program:** Be responsible for the programs for the year. (Forward program schedule to Yearbook Chair for publication in the Yearbook.)

**Publicity:** Handle all publicity.

**Ways & Means:** Coordinate all fund raising projects.

**Yearbook:** Compile, print and distribute Yearbook.