

## Horse Trough Planter Chair- Job Description

9/2021

The Horse Trough Planter Chair makes all the arrangements for the annual planting at the Horse Trough.

### Responsibilities:

Chair to contact treasurer to obtain the Club's Tax I.D. number to use when purchasing plants to be used at the Horse Trough. In addition, she should request a voucher from the treasurer to attach receipts for reimbursement of plants.

If the Chair desires help, she will circulate a sign-up sheet in the spring for help with the plantings and to water and deadhead during the summer months. (Club member signs up for one week to water and deadhead).

Chair will ensure that plantings are in place one week before Memorial Day.

Chair will decide on the plants to be used, ordering them from a nursery or at a venue of her choice. Note: Various planting combinations have been used at the Horse Trough. Pansies are good for early spring, annuals for the summer and greens for the holidays.

Chair will ensure that the plants are updated according to the season.