

# Garden Club of Inverness

## End of Year Report \_\_\_\_\_

This is a fillable form just hover over the line and type

*Please complete this form in duplicate and send one copy to the president and file the other copy in the notes to be passed on to the next chairperson.*

**Name:** \_\_\_\_\_

**Phone/E-Mail** \_\_\_\_\_

**Office or Position** \_\_\_\_\_

1. Were you given enough guidance about procedures and expectations for this position

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2. Do you feel that too much was required of this position?

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3. What aspect of your job did you enjoy the most?

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4. Does this position require too much time for one person to complete by themselves?

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**5.** What do you think is the most important information about the position that you can give the next person who does this job?

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**6.** Would you consider it helpful to sit down with the person who last held the position to exchange ideas and go over some of the pitfalls to avoid?

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**7.** Would you recommend your job to a new member?

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**8.** Are there any ways a Board member or the Board as a whole can make your job easier?

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**9.** Did you personally, while serving on the Board, recruit anyone to join The Garden Club?

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**10.** Can you name three new members without looking at the directory?

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11. Please list budget for the current year: \_\_\_\_\_

12. Expenditures for current year: \_\_\_\_\_

13. Budget request for \_\_\_\_\_ Year: \_\_\_\_\_