

Pacific Region Garden Clubs Inc.

80th Annual Pre-Convention Board of Directors Meeting

August 22, 2024

BP Energy Center, Anchorage, Alaska

Pacific Region Director Carol Norquist called the meeting to order at 8:48 a.m. The Recording Secretary was present.

WACONIAH Proofreader Vicki Yuen gave the Inspiration.

PR Director Carol Norquist declared a quorum present, with 27 in attendance and 7 states represented, per the sign-in sheet.

Parliamentarian Greg Pokorski reviewed a chart called *Who Votes When* which had been emailed on August 17, 2024 to those registered to attend this meeting (and distributed previously).

Without objection, Parliamentarian Greg Pokorski (Chairman), Alaska President Sharron Carlson, and Corresponding Secretary Sheila Parcel were appointed to approve the minutes.

Parliamentarian Greg Pokorski reported that the minutes of the April 18, 2023, Pre-Convention meeting and the April 19, 2023 Organization meeting in Lynnwood, WA were recorded, reviewed, and distributed via email by Recording Secretary Diane Franchini. Without objection these **minutes were approved** as distributed.

Financial Reports:

Treasurer Mary McKinnon (excused) provided reports for Carol Norquist to present. A copy of the financial statement for the General Checking Account and the Scholarship Account was made available.

Financial Review Chairman Becky Hassebrook (excused) provided a Financial Review Report for Carol Norquist to present, stating that all financial records for the fiscal year ended May 31, 2023 were reviewed and were found to be in good order.

The proposed convention budget for 2025 in Arizona as put forward by the Finance Committee was made available. Sheila Parcel made a motion that the proposed 2025 convention budget be approved.

Motion passed. (See Attached)

Officer Reports

Reports were deferred to Convention.

Resignation:

With regret, the resignation from Charlie Kempton as Website Chairman was accepted.

New Business/Information:

Greg Pokorski reported on proposed Standing Rules Amendments as recommended by the Organization Study Committee. Copies were sent via email to the *WACONIAH* distribution on August 6, 2024. Changes are on pages 1, 2, 3 and 6. Without objection the **Standing Rules Amendments were approved.** (See Attached).

PR Director Carol Norquist announced that she appointed Sue Bennett from California to fill a vacancy on the 2023-2025 NGC Nominating Committee.

PR Director Carol Norquist announced that Tanja Swanson (OR) will serve as 2025-2027 PR Director and Carolyn Olley (OR) will serve as Alternate Director.

The elected NGC Nominating Committee members from Pacific Region are Carolyn Olley, Oregon and Sharon Davis, Arizona.

Greg Pokorski made a motion (as approved by the Executive Committee) that Peggy Ahola be approved as 2025 Convention Treasurer with authorization to sign checks on the PRGC Convention/Event Account, and that the 2024 convention Treasurer Debbie Hinchey be removed from the Convention Account.

Motion passed.

It was reported that Idaho would be next in the rotation for the 2026 convention, following Arizona. The new Idaho State President Tom Martin was introduced.

It was reported that with the Email vote taken regarding Scholarships, two \$1000 scholarships were given in 2024. A recommendation from the Executive Committee was made to increase the budget to include a \$1000 scholarship to be given in 2025. **Motion passed.**

Announcements:

Next Board of Directors meeting will be held April 2025 in Tempe, Arizona.

Adjourned: 9:17 a.m.

Diane Franchini _____ Date _____

Recording Secretary

Approved by:

Greg Pokorski, Parliamentarian, October 9, 2024

Sharron Jordan-Carlson, President, Alaska Garden Clubs, October 15, 2024

Sheila Parcel, Corresponding Secretary, October 19, 2024

Attachments

2025 Convention Budget

Pacific Region Proposed 2025 Convention

Budget

8/15/2024

		2025	
INCOME	#	Amt	AZ
Registration Fee 43	\$75.00		\$3,225.00
AZ Reg Fee	40	\$50.00	\$2,000.00
Late Fees	2	\$50.00	\$100.00
Fundraising			\$1,935.00
Misc			
Tours			\$4,050.00
Vendors/Boutique			\$250.00
Workshops			\$1,940.00
Donations			\$0.00
Total Income			\$13,500.00
EXPENSES			
Room Rental/AV			\$5,385.00
Logo			
Printing/Publicity			\$418.00
Tours			\$4,050.00
Supplies			\$30.00
VIP Room Nights #	6	\$147.15	\$883.00
VIP Meals # & Gift	10	\$52.00	\$520.00
Misc			\$180.00
Programs			\$1,067.00
Fundraise Exp			\$90.00
Workshops			\$877.00
Total Expenses			\$13,500.00
Net Profit (Loss)			\$0.00

Standing Rules Amendments

STANDING RULES

PACIFIC REGION GARDEN CLUBS, INC.

These Standing Rules shall not be in conflict with the Pacific Region Garden Clubs, Inc. (PRGC) Bylaws and may be amended or revised by the Board of Directors with a majority vote of the members present at any regular meeting with prior notice, or with two-thirds vote of the members present at any regular meeting without previous notice.

1. REGION DIRECTOR

1a. Rotation

Rotation among PRGC for the offices of Region Director and Alternate Region Director shall be as follows:

Idaho (Idaho has passed)	2023 – 2025
Alaska	2023 – 2025
Arizona (<u>Arizona has passed</u>)	2025 – 2027
Nevada (<u>Nevada has passed</u>)	2027 2025 – 20292027
Oregon	2029 2025 – 20312027
California	2031 2027 – 20332029
Hawaii	2033 2029 – 20352031
Washington	2035 2031 – 20372033
Idaho	20373 – 2039-2035
<u>Alaska</u>	<u>2035 – 2037</u>

This rotation is defined in the National Garden Clubs (NGC) Standing Rules (Board of Directors #11): PACIFIC REGION California, Hawaii, Washington, Idaho, Alaska, Arizona, Nevada, Oregon

1b. Eligibility

To be eligible for election as Region Director or Alternate Region Director, each candidate shall have served as President of their State Garden Club for a minimum of two years or be serving as the current President and shall have attended ~~two~~ one of ~~the three-four~~ previous Region conventions/meetings at the time of election. ~~In the event the State Garden Club does not have a candidate who has served a minimum of a two-year term as President of the State Garden Club, the current President, if willing to serve, will become eligible for the nomination.~~

1c. Election

NGC Bylaws, Article XIV -- THE EXECUTIVE COMMITTEE, Section 1. B. -

Region Directors serve as representatives of NGC designated geographic Regions and shall be elected by the governing board of that director's State Garden Club in session during the even-numbered year prior to assuming office and presented to the NGC Convention in the odd-numbered year. The States from which the Region Director is selected shall be determined, in rotation, as established in the NGC Standing Rules (regarding Board of Directors) and must include each State Garden Club within the geographic areas designated in Article IV.

1d. Responsibilities

1. Plan a project for the Region to apply for the NGC Award of Excellence for Regions.
2. Answer all correspondence, including email, promptly, with copy of pertinent correspondence to the Alternate Region Director. States may request a photo and message for publication in the State Directory.
3. Plan the programs for the PRGC Conventions in conference with the Convention Chairmen and host State President. (Details in *Convention Procedures*)

4. Notify the Convention Chairman to send Registration information and forms to each PRGC State President and Newsletter Editor for inclusion in each State publication.
5. Attend, upon invitation, one meeting in each state in the Region during the term of office. Travel expenses are those of the Director. Lodging, registration and meals one day prior to and following, and during the meeting may be extended by the host state as a courtesy.
6. Verify with State Presidents that NGC dues have been paid thirty days prior to the delinquent date (October 31).
7. Prepare a Call Letter for *WACONIAH* for all PRGC meetings.
8. As outgoing Region Director, report at the NGC Annual Convention (at the discretion of the NGC president) and introduce the incoming Region Director.
9. Maintain a list of all usernames and passwords relating to PRGC.
10. Arrange for the purchase or transfer of a Director's pin for the incoming Director.

2. NOMINATING COMMITTEE

2a. Rotation

Per NGC Standing Rules, NOMINATING COMMITTEE, 1. STATE ROTATION, PACIFIC REGION Alaska, Oregon, Arizona, Hawaii, California, Idaho, Washington, Nevada
Rotation among the PRGC State Garden Clubs shall be as follows:

2023 – 2025 Nevada and Alaska
2025 – 2027 Oregon and Arizona
2027 – 2029 Hawaii and California
2029 – 2031 Idaho and Washington
2031 – 2033 Nevada and Alaska

2b. Eligibility

NGC Bylaws shall be adhered to. NGC Bylaws Article X NOMINATING COMMITTEE, Section 1. - STRUCTURE, B. Members

From NGC Bylaws, ~~Justified, May 2022~~

1. To be eligible to serve as a Member, each member shall have served two years as an officer of a State Garden Club, a minimum of two years as a member of the NGC Board of Directors and shall have attended two of the previous five NGC Conventions prior to assuming that position. The Member must reside within the Region represented.

2. The States from which the Members are selected shall be determined in rotation, as established by the NGC Standing Rules and must include each State Garden Club within the geographic areas designated in Article IV. ~~If a State passes, the rotation continues forward in the rotation list.~~

3. The Members shall be elected by the Governing Board of the State Garden Clubs during the even-numbered year prior to service.

4. If the Member is unable to attend a meeting, the Region Director shall appoint a member from the Region already serving on the NGC Board of Directors to attend that meeting.

3. CONVENTIONS

3a. Rotation

Convention rotation among PRGC member states shall be as follows, when feasible:

2023—Washington	2027 – California
2024 – Alaska	2028 – Oregon
2025 - Arizona	2029 – Nevada

2026 – Idaho
2031 – Hawaii

2030 – Washington
2032 – Alaska

3b. Procedure

Consult PRGC *Convention Procedures*.

3c. Representation

Delegate numbers are determined by number of State Garden Club members based on dues remitted to NGC by October 31 and additional dues remitted prior to March 31.

FROM NGC BYLAWS, Justified, May 2022, Article XII, Section 2. B.

- a) *Membership of 500 or less two*
- b) *Membership of 501 to 1000 three*
- c) *Membership of 1001 to 1500 four*
- d) *Membership of 1501 to 2000 five*
- e) *Membership of 2001 to 3000 six*
- f) *Membership of 3001 to 4000 seven*
- g) *Membership of 4001 to 5000 eight*
- h) *Membership of 5001 to 6000 nine*
- i) *Membership of 6001 to 8000 ten*
- j) *Membership of 8001 to 12,000 eleven*
- k) *Membership of 12,001 and above twelve*

The maximum number of delegates of any State Garden Club is twelve.

Each State Garden Club shall be entitled to the same number of elected alternates as elected delegates. An alternate shall become the delegate when a vacancy occurs.

4. STATE PRESIDENTS

4. Responsibilities

1. Report at region meetings as requested with electronic copies sent to the Recording Secretary, Region Director, and *WACONIAH* editor within three days of the close of convention.
2. Prepare appropriately or send regrets promptly when invited to participate at an Annual Convention (i.e. give an invocation, welcome, introduction, etc.).
3. Provide the PRGC Annual Convention CALL and registration information in the State Publication.
4. Invite the Region Director to attend a State meeting. All courtesies should be extended to the Region Director including registration, package plan, optional meals, tours and lodging. Due to travel time, courtesies should include lodging one day prior to and one day following the meeting.
5. In the even-numbered year, when it is your State's turn in the rotation, submit names of the Director-elect, the Alternate Director-elect and the elected NGC Nominating Committee Member to the Region Director. Names of the Director-elect and Alternate Director-elect are submitted prior to the PRGC Annual Convention.
6. Include the Region Director, Historian, Website Chairman and *WACONIAH* Editor on the mailing list for State publications.
7. Introduce the incoming State President when appropriate.

5. FINANCES

5a. Revenue includes, but is not limited to:

1. Dues (as in Bylaws Article XII, Section 2)
2. PRGC Boosters (for scholarships)

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2. Update as required.
3. Prepare a complete revision when needed and as requested by the Region Director or incoming Region Director.
4. Publish revised PRGC *Bylaws* and *Standing Rules* on the website.

6l. Region Project

1. Promote the Region Director's Project.
2. Prepare the award entry for NGC Award of Excellence for Regions.

6m. Scholarship

1. Coordinate the PRGC Scholarship Program and select recipients.
2. Review application form annually and revise as necessary.
3. Observe all deadlines.
 - (a) January 31 or as published by the Scholarship Chairman, Postmark deadline for student applications to State Scholarship Chairman.
 - (b) March 15 or as published by the Scholarship Chairman, Receipt deadline for one application per state to PRGC Scholarship Chairman.
4. Scholarship recipient shall be announced in April and presented at the PRGC Convention, when feasible.
5. Inform Region Director and Awards Chairman of the selection prior to the convention.
6. Advise the recipient to ask the university to send proof of full-time enrollment to the Treasurer.
7. Advise the Treasurer to send checks to the university, after receiving proof of full-time enrollment.

6n. WACONIAH - The Official publication of PRGC – Editor and Subscriptions/Circulation

1. There shall be at least four issues per year: August, November, February, May or as needed
2. Copies shall be sent electronically by the Circulation Chairman to:
 - (a) NGC President, Vice Presidents and Region Directors.
 - (b) NGC Headquarters
 - (c) *The National Gardener* Editor
 - (d) PRGC Board of Directors members
 - (e) Newsletter Editors in PRGC States, other region Newsletter Editors
 - (f) Member state presidents to facilitate availability to members, clubs, and districts.
3. Use of the *WACONIAH* email list is restricted to the transmission of the publication. Any other use is at the discretion of the Region Director.

3-4. The editor shall:

a. Coordinate the content and layout.

b. Arrange to have archive copies filed on the PRGC website.

6o. Ways and Means

1. Plan activities with Region Director.
2. Coordinate Ways and Means projects with States and Region Convention Chairmen.
3. Collect money and deposit with the Treasurer as required.
4. PRGC Scholarship Boosters: Anyone who wishes to be a PRGC Scholarship Booster shall pay a minimum of \$30 per term, check payable to PRGC.
5. *WACONIAH* Gems: \$15 honors a person in *WACONIAH* for their service, dedication or efforts.

6p. Website

a. Maintain and update the PRGC website in cooperation with the Region Director.

a-b. Add and subtract information on the website as directed by the Region Director and/or Board of Directors.