

**SEAL ROCK GARDEN CLUB**

**Membership for 2022-2023**

*Return this form with \$30 annual membership fee*

**Seal Rock Garden Club**

**P.O. Box 355**

**Waldport OR 97394**

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|  |           |
|--|-----------|
| <i>Routing signoff for Board, Membership Committee</i> |           |
| __Treasurer  | Date_____ |
| __Membership   | Date_____ |

Date\_\_\_\_\_

- New Member
- Member Renewal

Name\_\_\_\_\_

Telephone\_\_\_\_\_ Cell\_\_\_\_\_

Address\_\_\_\_\_

Mailing Address\_\_\_\_\_

City/State\_\_\_\_\_

Email\_\_\_\_\_

Birthday Month\_\_\_\_\_

**Please write clearly**

**Interest/Hobbies**

- Artist
- Bird Watching
- Carving/sculpting
- Computer
- Cooking/caterer
- Gardening
- Home Farming
- Jewelry Making
- Landscaping
- Master Gardener
- Musician
- Plant Propagation
- Photography
- Quilting
- Reading
- Scrapbooking
- Sewing
- Writer
- Other please list
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Committees/Activities**

(Descriptions on back)

**You are invited to volunteer**

**\*3 or more volunteers preferred**

**\*\* membership participation encouraged**

- \*\*Christmas Greens Sale
- Contributions Committee
- \*\*Flower Show & Plant Sale
- Grants
- Grounds
- \*Grounds Volunteer
- Horticulture Table
- Hospitality
- Kitchen
- \*\*Kitchen Hostess
- Librarian
- Membership
- \*Nominating Committee
- Photographer
- Pot Czar
- \*Programs Committee
- Program Directory
- Publicity
- Raffle
- Thought for the Day

**Executive Board**

- President
- \*Trustees
- Treasurer
- Vice President
- Secretary
- Member at Large

|                                       |  |
|---------------------------------------|--|
| Christmas Greens Sale                 | Participate in preparation and/or implementation of this major December SRGC fundraising activity.   |
| Contributions Committee               | Determine which non-profit organization(s) will receive a designated percentage of Previous year's Flower Show and Plant Sale profit. (Appointed by President each January).   |
| Flower Show and Plant Sale            | Participate in preparation and/or implementation of this major June SRGC fundraising activity.   |
| Grants                                | Research and apply for grants to benefit SRGC.   |
| Grounds                               | Organize and oversee periodic landscape maintenance at the Clubhouse.  |
| Grounds Volunteers                    | Assist with landscape maintenance.   |
| Horticulture Table                    | Prepare a brief presentation for General Meetings of gardening tips/information. (A show and tell)   |
| Hospitality                           | Meet and greet members and guests before each General Meeting; answer questions.   |
| Kitchen                               | Prepare hostess sign-up sheet for General Meetings and Club Sales. Oversee kitchen activity and restock supplies.  |
| Kitchen Hostess                       | Serve as a hostess at a General Meeting. (Each meeting different hostesses provide refreshments. One serves as lead hostess)   |
| Librarian                             | Maintain, monitor and purchase books for the Club Library.   |
| Membership                            | Prepare Membership Form. Compile and update Club Roster and Activities Spreadsheets for distribution to committees and membership. Issue name badges.  |
| Nomination Committee                  | Prepare the slate of nominees for the next year's Executive Board. (Appointed by President in March)   |
| Photographer                          | Take photos of events, activities, and directories for committees.   |
| Pot Czar                              | Organize donated four-inch and gallon-size pots for plant propagation in area behind the SRGC.   |
| Programs Committee                    | Host speakers and oversee field trip for current year. Schedule the speakers/programs for Next year's meetings. (Two members appointed by President in January).   |
| Programs Directory                    | During summer prepare the next year's Programs Directory with information supplied by the Program Committee.   |
| Publicity                             | Provide information promoting upcoming Club Sales and other functions to the media. (Flyers, newspapers, magazines, radio stations, etc.)  |
| Raffle                                | Organize, obtain items and manage raffle at General Meetings and Sales.  |
| Thought of the Day                    | Provide interesting anecdote or quotes at each General Meeting.  |
| <b><u>Executive Board Summary</u></b> |  |
| President                             | Serve a minimum one-year term. Preside at all scheduled and special meetings of SRGC Appoint and oversee all standing and ad hoc committees; sign all SRGC business documents.   |
| Vice President                        | Serve a minimum one-year term. Serve President as requested and fill in if president unavailable. Interface between Program Committee and the Executive Board.   |
| Treasurer                             | Serve a minimum one-year term. Collect and disperse monies as ordered. Keep accurate financial records; prepare financial reports.   |
| Secretary                             | Serve a minimum one-year term. Keep accurate minutes SRGC Executive Board, General Meetings, and other business. Handle correspondence; send informational notices to the membership and committees.                     |
| Member at Large                       | Serve a minimum one-year term. Serve as liaison between the Executive Board and the membership.  |
| Trustee                               | Serve a three-year term. Provide safe custody of SRGC legal documents of property, building and investments. Oversee SRGC building maintenance and upkeep; manage building rentals. Schedule the annual financial audit. |