

**SEAL ROCK GARDEN CLUB**

**Membership for 2021-2022**

(July 1, 2021 - June 30, 2022)

*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\_\_\_\_\_

Physical Address\_\_\_\_\_

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

Email Address\_\_\_\_\_

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

Favorite Plant/Flower\_\_\_\_\_

**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.