

Grants Pass Garden Club, Inc.
Committee Descriptions

ADMINISTRATION

Bylaws - Assist with the review of current bylaws and standing rules; identify and develop proposed new amendments to the bylaws. If you enjoy written rules and organizational laws, this is for you!

Membership - Track and update information for members. Welcome and register new members. Collect annual membership renewal fees. Coordinate production and distribution of name badges. Distribute the new Directory to members when available. If you are organized, "social," and fiscally responsible, you'll enjoy this committee.

Newsletter, "The Produce" - Help prepare and email our bi-monthly newsletter; and, mail the newsletter to members without email service. Are you a writer, photographer, news-gatherer? Join in here!

Directory Publication - Keep the current membership Directory updated and current. Develop a new, annual Directory with the assistance of the Membership Committee, and prepare it for print production. This is a quiet, organized, once-a-year activity ... a great way to learn about club members.

Publicity - Promote the Garden Club and its activities in local newspapers, flyers, radio, and/or public service announcements. "Out-there" personalities will love helping with this committee. Get to know local editors and radio personalities!

Phone Tree - Keep club members aware of scheduling changes regarding meetings and garden tours. A low-profile way to get involved and get known by members!

COMMUNITY

Civic Beautification - Help plan activities for club members that improve the gardens and planted areas in our community. Do you enjoy the roses at Riverside Park? Would you like to see public garden areas cleaned up and improved? Then, this Committee is for you!

Scholarship - The club makes scholarship donations to various programs and students in Grants Pass. Help evaluate those programs and the impact our donations might make. Enjoy the excitement of a scholarship recipient you have helped evaluate, and recommended to receive a scholarship!!

Master Gardener Liaison - The club works closely with the Grants Pass Master Gardeners and their activities, e.g., the Josephine County fair booths. Enjoy working with others in the community who enjoy gardening and plants as much as you!

FINANCE

Budgets - Help develop and maintain the club's annual budget; explain the budget to the Board of Directors; and, assist with club membership understanding of specific line items. Help get the annual budget passed by the club membership. 'Numbers folks' are needed here. If you like to work with budgets, this committee is for you.

Audit & Project Review - Maintain and review club finances in preparation for an audit. If you enjoy organizing and keeping records, especially fiscal records, then you will enjoy this committee.

Ways & Means/Raffle - Determine and oversee fundraising activities. For example, as a fundraising project, the club conducts a fun raffle for great items at each meeting. Raffle prizes are at the Member's expense and are considered a "donation" by the Club. The Club also conducts an annual Plant Sale in May as a fundraiser for scholarships. If you enjoy helping the club make money, you'll like being a part of this committee.

SUPPORT

Meeting Greeter - This committee greets club members at each monthly meeting, assists with sign-in of attending members, and welcomes visitors and offers them temporary nametags. This is a wonderful way to get acquainted with the club membership. If you are a welcoming kind of person who enjoys making others feel comfortable, you will enjoy this committee.

Hostess/Hospitality - Coordinate the hostess activities for each meeting. Arrive early to set up coffee, tea and other beverages. Organize the food contributions to the Club's two annual potlucks held in June and December. Clean up the kitchen at the end of each Monthly Meeting. This is a simple and fun way to get to know other club members.

Door Prizes/Plant of the Month - A Plant of the Month and Door Prizes are awarded to members at each meeting through drawings. A member who donates a Plant of the Month, is reimbursed the cost of the plant by the Club (up to \$12.00). Door prizes are considered "donations" and any expenses are not reimbursed. Door prizes may be new, or used items that are in good condition. The entire membership is encouraged to bring a Plant of the Month and Door Prizes by this Committee.

Remembrance - Send cards and/or plants from the club to members and community members who need special support during a time of need. If you are thoughtful and caring, you will find reward in serving here!

Scrapbook/History - Help maintain an annual history of the club and its activities through photos and other club activity memorabilia. Prepare a yearbook, or scrapbook of annual activities. This yearbook may be submitted to the State Garden Club for an annual competition. If you enjoy scrapbook activities and record-keeping, this one's for you!

EDUCATION

Conservation - Assist members in being aware of current conservation practices locally, and on a county- and state-wide basis. Are you concerned about what is going on in our community and state to promote conservation and healthy use of our resources? Jump in on this committee.

Floral Design - Assist our membership with the understanding of using our garden abundance in designing arrangements for tabletop, front doors, and holidays. Do you have an "artistic eye" and love fooling around with garden greenery and flowers? This committee would love to have you join them!

Horticulture - What new ideas and information are available regarding horticulture? If you know your plants, our membership would love to hear from you. We have questions on what's happening in our gardens; what plants do well in sun/shade, arid/wet areas. Join this committee and share your knowledge with us.

Monthly Meeting Programs - Each Monthly Meeting features a speaker. This Committee locates, contacts and coordinates speakers at each meeting. If you enjoy knowing the garden "experts" in your community, you will enjoy helping out here.

Garden Tours - Our membership has amazing gardens to share, and our local area has many plant/garden businesses that would love to give our membership a tour. Join in here to help plan and coordinate interesting monthly Tours of local gardens and garden centers.