

# Annual Club Council Activity Report

Date \_\_\_\_\_ District \_\_\_\_\_ Name of Council \_\_\_\_\_

Meetings: March \_\_\_\_\_ April \_\_\_\_\_ May \_\_\_\_\_ June \_\_\_\_\_ July \_\_\_\_\_ August \_\_\_\_\_ September \_\_\_\_\_

October \_\_\_\_\_ November \_\_\_\_\_ December \_\_\_\_\_ January \_\_\_\_\_ February \_\_\_\_\_

Day of Week \_\_\_\_\_ Time \_\_\_\_\_ AM \_\_\_\_\_ PM \_\_\_\_\_

President (Current) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Zip \_\_\_\_\_ Email \_\_\_\_\_

Telephone \_\_\_\_\_ Date Term Expires \_\_\_\_\_

President (New) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Zip \_\_\_\_\_ Email \_\_\_\_\_

Telephone \_\_\_\_\_ Date Term Expires \_\_\_\_\_

## INSTRUCTIONS

1. Annual Club Council Activity Report forms will be sent to all Council Presidents by **February 1**. Forms should be completed and copies mailed to the State Club Councils Chairman, District Director where the membership is registered, and the State President on or before **March 15**.
2. All questions should be answered as indicated. Use a separate sheet of paper as needed. Keep a copy for own files.
3. This report reflects the activities, accomplishments and participation of the Council as a group. The information is needed by the State President in completing an annual report of the State Garden Club to NGC, by the District Director for her report to the State, and to determine eligibility for the Council Standard of Excellence Certificate.
4. Include a typed list of all clubs with number of members in each club and a list of Council Officers with addresses, telephone numbers, and email addresses. Indicate number of non-federated clubs who are associate members of the Council.

## ADMINISTRATION

- \*1. Are the Council officers elected for a two-year term running concurrent with State officers? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Does the Council fiscal year conform to the suggested Garden Club fiscal Year?  
(March 1 - last day of February)  
If no, give dates of fiscal year. \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_
- \*3. Were the Council membership dues (\$15.00) paid to the Club Council's Chairman by March 1? Yes \_\_\_\_\_ No \_\_\_\_\_
- \*4. Does the Council have at least 5 Standing Committees corresponding to State committees?  
Include list of Standing Committees. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_
- \*5. Does the Council meet a minimum of 5 times a year? Yes \_\_\_\_\_ No \_\_\_\_\_  
If no, number of meetings per year \_\_\_\_\_
- \*6. Are Council meetings open to all garden club members? Yes \_\_\_\_\_ No \_\_\_\_\_  
Open to non-members? Yes \_\_\_\_\_ No \_\_\_\_\_
7. Did the Council add any new member clubs during the current year? Yes \_\_\_\_\_ No \_\_\_\_\_  
How many? \_\_\_\_\_

## RECORDS

- \*8. Does the Council have a Yearbook? Yes \_\_\_\_\_ No \_\_\_\_\_  
Newsletter? Yes \_\_\_\_\_ No \_\_\_\_\_  
Enclose Yearbook and sample Newsletter.
9. Does the Council prepare an annual Scrapbook? Yes \_\_\_\_\_ No \_\_\_\_\_
10. Does the Council have continuous records of Council minutes? Yes \_\_\_\_\_ No \_\_\_\_\_  
Where are they stored? \_\_\_\_\_
11. Has a written history of the Council been compiled? Yes \_\_\_\_\_ No \_\_\_\_\_  
What years does it cover? \_\_\_\_\_  
Is it kept current? Yes \_\_\_\_\_ No \_\_\_\_\_
- \*12. Are the Bylaws and Standing Rules made available to all member clubs? Yes \_\_\_\_\_ No \_\_\_\_\_  
Are they upheld in matters of policy? Yes \_\_\_\_\_ No \_\_\_\_\_

## FINANCE

13. Does the Council have an annual budget approved by the member clubs? Yes \_\_\_\_\_ No \_\_\_\_\_  
Amount of membership dues \_\_\_\_\_
14. What are the main Ways & Means projects? Use separate sheet, if needed.  
\_\_\_\_\_  
\_\_\_\_\_
15. Does the Council have a Garden Center building, part of a building, or an office in a public place? Yes \_\_\_\_\_ No \_\_\_\_\_  
How is it maintained? \_\_\_\_\_

## PROJECTS

- \*16. Does the Council have a unified civic beautification project in which all member clubs participate? Yes \_\_\_\_\_ No \_\_\_\_\_  
Describe project and state percentage of club participation. How is it funded?

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- \*17. How does the Council promote Environmental Awareness? Briefly explain.

Workshops      Special projects      Literature made available      Programs      Environmental Courses      Other

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- \*18. In what ways does the Council further the education of its member clubs in garden related areas? Briefly explain.

Basic Design      Horticulture      Gardening Study      Landscape Design Courses      Flower Shows  
At Home with Flowers Workshops      Tour of Homes      Environmental Studies Courses      Other

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- \*19. State methods the Council uses for involvement of youth. Briefly explain.

Youth Garden Club sponsored by Council      Flower Shows      Essay Contests  
Smokey Bear/Woodsy Owl Poster Contest      Poetry Contest      Workshops      Other

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## SUPPORT OF STATE, REGION, NATIONAL PROGRAMS

- \*20. Did Council members attend any of the following?

State Convention / Annual Meeting      National Convention      DS Convention      District Meeting  
Club Officers Workshop (odd numbered years)      Environmental Workshop      State Sponsored Workshops

21. Does Council sponsor a Garden Activity Center or Mini-Center? Yes \_\_\_\_\_ No \_\_\_\_\_

Is Center registered with State Garden Centers Chairman? Yes \_\_\_\_\_ No \_\_\_\_\_

22. Does Council support State Ways and Means by purchasing or encouraging the purchase of calendars, GUIDES, books, or other items? Yes \_\_\_\_\_ No \_\_\_\_\_

23. Indicate donations and/or promotions in support of other State, Region, or National projects. Give project name, amount, and activity (State Botanical Garden, Other Arboreta/Botanical Garden, Garden Therapy, Historic Preservation, Land Trust / Marshall Forest, LeConte-Woodmanston, Legislation, Roadside Beautification, State Headquarters, Natural Disasters, DS Regional Projects, Scholarship Fund, etc.). Use a separate sheet.

- \*24. What NGC, Deep South, and State Awards were submitted in the name of the Council? Indicate Award name, number, and date of application. Use a separate sheet.

To receive Standard of Excellence, Councils must participate in at least two-thirds of all activities including seven starred items. Be sure to follow directions carefully and mail a copy to the State Club Councils Chairman, the District Director where membership is registered, and the State President by **MARCH 15**.

GCG CLUB COUNCILS CHAIRMAN  
ROSEMARY MAULDEN  
302 BUSHOAN RD  
BRUNSWICK GA 31525

GCG PRESIDENT  
BETTY GRIMES  
PO BOX 349  
HIAWASSEE GA 30546

LAUREL DISTRICT DIRECTOR  
VICTORIA CHANDLER  
229 RISING STAR RD  
ELLIJAY GA 30536

AZALEA DISTRICT DIRECTOR  
KATHERINE S ALLEN  
723 NANCY GUNN CIR SE  
CRAWFORDVILLE GA 30631

OLEANDER DISTRICT DIRECTOR  
WINETTE ALMON  
2073 SUTHERLAND BLUFF DR NE  
TOWNSEND GA 31331

CAMELLIA DISTRICT DIRECTOR  
LONNIE SUTTON  
PO BOX 98  
ROCHELLE GA 31079

MAGNOLIA DISTRICT DIRECTOR  
CLARE JENKINS  
495 HUNTERS RIDGE  
COLEMAN GA 39836

DOGWOOD DISTRICT DIRECTOR  
TERRY WAITH  
6590 LONG ACRES DR  
ATLANTA GA 30328

REDBUD DISTRICT DIRECTOR  
ALICE BOYD  
2640 VARNER DR NE  
ATLANTA GA 30345