



**Name:**

- Adams Wildlife Sanctuary** – Coordinate planting of flowers with Sanctuary staff.
- Announcements** – Prepare and e-mail a summary of events, activities and information prior to monthly meetings.
- Awards** – Work with the Board to identify and write annual State Award applications.
- Bus Tours** – Promote and arrange for out-of-town trips to flower shows, gardens & other places of interest.
- Christmas Tree in a Bag** – Provide decorated Christmas Trees to non-profit organizations for distribution.
- Coffee** – Provide coffee, tea and snacks to members at monthly meetings.
- Community Planting** – Provide assistance as requested and approved for planting flowers in public areas.
- Community Service Designers** – Provide flower arrangements for approved civic functions. During National Garden Week and arrangements are placed in public areas.
- Conservation** – Work with environmental groups and report to club on legislation, local problems and projects. Plan children's activity for annual Earth Day City Event.
- Dana-Thomas Carriage House** – Provide a weekly flower arrangement that will be displayed in the Carriage House.
- Festival of Trees** – Committee Members decorate a Christmas Tree for Memorial Foundations annual Holiday Event.
- Fundraising Committee** – Review current fundraisers and recommend new fundraisers to the Board, and assists as needed with new Fundraisers, meets 4 times yearly.
- Garden Therapy** – Meet at various facilities to plant gardens and put on therapeutic programs for residents.
- Garden Walk** – Plan and arrange for tours of members' gardens and other interesting gardens in June or July. (Odd numbered years - 2019, 2021)
- Historic Site Beautification** – Provide plants, landscaping, and workers for local historical sites.
- Horticulture** – Present short (5 minutes or less) program on all phases of Horticulture at monthly meetings.
- Hospitality** – Greet members as they arrive at monthly meetings, provides name tags and attendance drawing tickets.
- Lincoln Home Visitor Center** – Provide flower arrangements to welcome visitors.
- Lincoln Memorial Garden (LMG)** – Provide food, drink and workers for the Country Cupboard at their Indian SummerFest and assist with their Holiday Market.
- Membership** – Keep records of members, send out dues renewal letters, staff membership table at monthly meetings and at other selected gardening functions.
- New Member Services** – Schedule and arrange coffees to welcome new members to SCGC.
- Newsletter** – Compile and edit quarterly newsletter from articles submitted by committee chairs and SCGC officers.
- Photography** – Photograph events for books of evidence, historical documentation and publications.
- Pot Recycling** – Work with Master Gardners to collect, clean and recycle empty flower pots.
- Programs** – Monthly – Plan and arrange for monthly programs with 1st V.P.
- Programs** – Ornithology and Lepidopterology, Research and give 5 minute Monthly Reports.
- Publicity** – Send out information to media sources of all events of the club as well as notices of the meetings.
- Raffle Committee** – Assist the Fundraising chair at meetings or events with Raffle ticket sales.
- Ways and Means** – Purchase and sell materials for gardening or flower arranging at regular monthly meetings.
- Website** – Assist in maintaining and updating SCGC website.
- Workshops** – Plan and conduct a variety of Garden/Floral related creative workshops.
- Yearbook** – Compile and edit Yearbook.