

Home and Garden Club

Mission Statement

- ▶ Helping neighbors enhance the look of our homes and yards through shared fellowship, knowledge and expertise appropriate to the region and the neighborhood
- ▶ HOW
 1. Opening our homes to one another, by hosting meetings
 2. Using expertise from regional speakers
 3. Visiting local nurseries, gardens, homes etc.
 4. Encouraging each other and helping one another make the most of our potential e.g. showcase projects, sharing occasional pot-luck meals and attending workshops
 5. Promoting intelligent choice of long-lasting regional plants that complement the look of our homes e.g. drought-resistant plantings, native plants and bio-friendly products

Home and Garden Club Officers

- ▶ President: Connie Chorba
- ▶ Secretary: Tomma Santini
- ▶ Treasurer: Joan Lock
- ▶ Program Director: Susan Harris

President –Job Description

- ▶ The president will:
 1. Chair the monthly meetings and thank the speaker at the end of the meeting
 2. Be the liaison between all officers
 3. Call some officers for “this month’s curb appeal” home selection
 4. Update the PPCA home and garden webpage
 5. Encourage new membership
 6. Oversee elections, held in the month of May, for all officers
 7. Write a letter for a sponsor and to the Polk Place President to ask for funds for “Curb Appeal Home of the Month”
- ▶ Any concerns should be directed to the president

Secretary – Job Description

▶ The Secretary will:

1. Send reminder e-mails to the members of the Home and Garden Club re: upcoming events and share relevant “notices” via email
2. Supply a list of members’ names, addresses, phone numbers and e-mail addresses. This list is to be up to date
3. Update the Home and Garden webpage by providing a 2-line description of each meeting

Treasurer – Job Description

▶ The Treasurer will:

1. Administer the funds and provide monthly and end-of-year financial summaries
2. Be signatory for the checkbook, monitor statements and ensure financial propriety
3. Give a \$20 Target gift card with a Thank You note to the speakers following meetings
4. Give a thank you card to departing Home and Garden officers

Program Director – Job Description

▶ The Program Director will:

1. Select suitable programs concentrating on the objectives of the Home and Garden Club
2. Contact the speaker, persuade them to come, and provide the direction and guidance for their presentation content. They will ensure the speaker has everything they need for a successful presentation
3. Provide a tentative yearly program for members in the month of September. This should be presented to the President prior to the meeting

This Month's Curb Appeal Home

- ▶ Awarded: March – December (\$25 voucher if a sponsor is available)
- ▶ Sponsors:
- ▶ Rules
 1. One home per month will be selected March through December
 2. No home can be selected more than once per calendar year
 3. Homes of the selection committee and of the PPCA are not eligible
 4. Selection will be made during the last week of each month
 5. Homes will be selected for their visual attractiveness from the curb using an evaluation criteria sheet available on the Polk Place Committee Association website
 6. Seasonal additions, such as Halloween and Christmas decorations will also be considered in the selection committee's choice
 7. A sign is placed in the winning yard and will remain there until the next month
 8. The selection committee is composed of the past president, the president, the secretary, the treasurer, and the program director
 9. The president will have the winning homes pictures be displayed on the Polk Place Community Association Website with the homeowner's name and address for each month

Home and Garden Club Webpage

- ▶ Mission Statement
- ▶ Officers' names, titles and contact info
- ▶ Meetings: 2nd Friday at 9:30 am at a member's home
- ▶ Program dates and details
- ▶ Past programs
- ▶ This month's curb appeal home (inc Photo)
- ▶ Motto *My soul requires that I garden and beautify, it's just necessary*