

HADDAM GARDEN CLUB

2019 COMMITTEES

The following Committees will accomplish the goals of the Haddam Garden Club (HGC). Chairpersons are appointed by the President per HGC's Bylaws. The President is an ex-officio member of all committees.

AWARDS COMMITTEE

Chairman:

Committee:

- Obtain lists of awards from the Federated Garden Club of Connecticut (FGCCT)
- Assist chairs in preparing material to be presented to the FGCCT
- Present any awards for which HGC members and/or projects qualify
- Submit completed award applications to the FGCCT

CIVIC PROJECTS COMMITTEE

Chairman: **Barbara Stellenwerf**

Team Captains:

Brainerd Library – Stephanie Denkowicz
Butterfly Garden – Cindy Tillson
Haddam Transfer Station – Barbara Glista
Haddam Green – Barbara Stellenwerf
Higganum Green – Louise Carlson
Town Office Building – Kate Renwick
Town Enhancement (signage) – Barbara Smith/Bob Waller

- Inform members of various local civic projects and create Team Captains
- Ensure garden projects have appropriate maintenance throughout the seasons
- Coordinate the HGC's Civic Workday
- Help create civic beauty with community gardening projects

FACEBOOK COMMITTEE

Chairman: **Lori Munson**

- Create and maintain an HGC Facebook page

FUNDRAISING/EVENT COMMITTEE

Chairman: **Elizabeth Adams/Debbie Karpf**

- Raise revenues for HGC to support Haddam projects, including the HGC Scholarship
- Present plans to members for input and approval
- Engage the membership
- Create a sustainable event

GARDEN THERAPY COMMITTEE

Chairman: **Mary Todzia**

- Identify settings and develop programs where gardening will serve to enrich the lives of individuals with disabilities or limitations.

GOLDEN DAYS COMMITTEE

Chairman: **Lynda Birch**

- Enhance our town by planting daffodil bulbs each fall in selected locations

HORTICULTURE:

Chairman: **Barbara Glista**

- Present pertinent horticultural information to the membership at regular meetings

HOSPITALITY COMMITTEE

Chairman: **Rogene Gillmor**

- Arrange for host/ hostesses to provide flowers and refreshments at HGC meetings as indicated by the annual calendar provided by the Program Committee
- Sending an email reminder to the membership about a week before each meeting asking for notification if the member cannot attend
- Alerting the assigned host/hostesses about their duties for the meeting and sending them timely information about the expected number who will attend
- Maintaining the document relating to protocols for meeting spaces
- Maintain kitchen supplies for meetings/socials
- Responsible for all other special social occasions as directed by the President

MEMBERSHIP COMMITTEE

Chairman: **Barbara Smith**

- Keep a record of guests and new HGC members and introduce at HGC meetings
- Obtain and verify completed membership applications
- Provide new members with copy of HGC Bylaws, standing rules, committee lists, and a current Membership Roster
- Provide new members names, addresses, phone numbers and emails to the Recording Secretary

NOMINATING COMMITTEE

2019 committee:

Chairman:

Committee:

Comprised of (3) active members, named by the President at the June meeting, with one (1) member who has already served the previous year with no member having served more than two consecutive years

- Develop a slate of officers (for the following year)
- Fill any vacancy that occurs
- Present a slate of officers for the following year at the October Meeting
- Conduct the vote for nominated officers at the Annual Meeting in November

PROGRAM COMMITTEE

Chairman: **Gail Christie**

- Plan and schedule programs for the HGC's general meetings
- Incorporate both horticulture and design events
- Provide membership with a calendar for the upcoming year at the December meeting
- Submit proposed spending to Executive Board

PUBLICITY COMMITTEE

Chairman: **Cynthia Tillson**

- Provide information to local media regarding gardening information, monthly meetings and special events
- Ensure that information on all HGC activities is distributed to media according to their publication schedules and timely enough to guarantee coverage
- Provide photos with descriptions of all HGC activities to the Yearbook Chairman
- Maintain a current list of publicity contacts via email, phone and mail
- Send follow-up information (photos, descriptions) to media after HGC events for additional exposure

SCHOLARSHIP COMMITTEE

Chairman: **Debbie Karpf**

- Act as a liaison with high schools
- Select the yearly recipient of a \$500 scholarship provided by HGC

TAG SALE

Chairman: **Dodie D'Oench Ruimerman**

- Secure site at Haddam Elementary School
- Collect tag sale items prior to sale
- Schedule members to staff the sale
- Schedule members for set up and breakdown

TOWN ENHANCEMENT COMMITTEE or "Community Improvement Group"

Chairman: **Bob Waller/Barbara Smith**

- Maintain the Welcome to Haddam/Higganum Signs physically and with plantings

TRANSFER STATION COMMITTEE

Chairman: **Barbara Glista**

- Continue to create and maintain the triangular plot designated as a garden at the Transfer Station

WEBMASTER

Chairman: **KC Alexander**

- Create and maintain an HGC web site (haddamgardenclub.org)

YEARBOOK COMMITTEE

Chairman: **Lynne Cooper**

- Preserve records of activities and achievements of the HGC, past minutes and other significant information
- Acquire pictures, publicity, awards and certificates
- Prepare and keep current records of events
- Present yearbook at the January meeting for the preceding year
- Provide the historical album as needed or requested by the Executive Board or President

YOUTH COMMITTEE - BURR SCHOOL

Chairman: **Lynda Birch**

- Work to engage young people in our community in gardening project