



**The Garden Club of Georgia, Inc.**  
**Financial Policies**

Amended Through: September 10, 2024

THE GARDEN CLUB OF GEORGIA, INC.  
2450 S Milledge Ave, Athens, GA 30605

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## The Garden Club of Georgia, Inc. Financial Policies

The following policies concerning finances were in effect at the beginning of the 2017-2019 administration. However, these policies may be deleted, amended, or new policies added by passage of the Board of Directors of The Garden Club of Georgia, Inc. during the two-year term. Any additional amendments will be so noted.

### A. ADMINISTRATIVE

#### GENERAL

1. That the State Treasurer automatically send the budgeted expense allowance of the State President and each District Director by May 10th of each fiscal year. Approved 4-19-82

2. That the accounting records of the Treasurer, Assistant Treasurer, State Headquarters Membership Account, State Headquarters Operations Account, the seven Districts and any other project maintaining separate financial records shall be examined by a Certified Public Accountant. For the purpose of such an annual examination, there shall be sent to the Treasurer by JUNE 1 each year, the complete financial records from each person charged by the Board of Directors with the handling of funds belonging to the corporation--with the exception of the Convention records which are due by JULY 1. The financial fiscal year for examination purposes shall be May 1 through April 30. Effective as of May 1, 2009, any Board Member or Officer failing to meet the JUNE 1 deadline shall be personally liable and responsible for paying any late penalties and interest that might be incurred due to late filing of our annual corporate tax return with the Internal Revenue Service.

Approved 4-20-83

Amended 9-19-91; 9-11-07; 9-17-08; 7-15-09; 4-26-11; 4-13-22

3. (a) That the State Treasurer in cooperation with the Assistant Treasurer shall examine all financial records submitted to the State Treasurer. That they will then prepare a combined financial statement for the total organization. The Financial Examination Committee, composed of the State Treasurer, Assistant Treasurer, and several other members appointed by the GCG President, shall study this statement and examine the supporting financial documents prior to this financial report being submitted to the CPA for purposes of tax return preparation. The Financial Examination Committee will also have the opportunity to review and approve the tax return draft before it is filed with the IRS. If time permits, the tax return draft will be presented to F&E before filing with the IRS.

Approved 9-18-13

3. (b) That following the close of each fiscal year, The Garden Club of Georgia, Inc. Treasurer's and Assistant Treasurer's records shall be kept at Headquarters in Athens. If at some time in the future it is decided to reduce the volume of financial records being stored, then a Committee of at least three individuals who have served as Treasurer, Asst. Treasurer or President, will make a joint decision on which records to properly destroy and which to keep. An accounting of what is being destroyed should be maintained. At a minimum, financial records for the current fiscal year plus the seven preceding fiscal years must be kept. Purchase records for capital expenditures should be kept on file while the asset is owned and for seven years after it was sold or disposed of. A box of permanent records including but not limited to incorporation and IRS tax status, etc., should always be safely kept at headquarters, and duplicate copies with the Treasurer. Approved 4-13-21

## DUES

4. That the dues club registration packet and dues notice be sent electronically to as many clubs as have valid e-mail addresses on file. The Headquarters' Office Manager will confirm receipt. This should be done, preferably in December, but no later than January 10. For any club not successfully receiving the packet electronically, their packet and dues notice should be sent via first class mail; and that a notation, "Forwarding Address Requested" be added to the return address.

Approved 4-26-93  
Amended 2-20-09, Amended 7-15-09  
Amended 9-13-22

5. That GCG Garden Club dues, Subscribing Member dues and Corporate Member dues be sent directly to State Headquarters, 2450 South Milledge Avenue, Athens, GA 30605 before March 1 each year. Membership dues shall be placed in the GCG Membership Account by the Office Manager. That membership dues collected for the next fiscal year between January 1 and April 30 of each year be transferred to the General Fund on May 1 when the GCG fiscal year begins. Any additional dues collected shall be transferred to the General fund by December 31. Late fees, interest, any other late current year dues collected shall be transferred to the General Fund before Fiscal Year End on April 30th. (This is in order to match dues with the budget which they fund.)

Approved 4-24-84; 1-11-06; 9-19-06,  
Amended 7-15-09; 9-13-22

6. That the Annual Club dues to The Garden Club of Georgia shall be ten dollars (\$10.00) per active, inactive, or honorary member who pays dues to a member garden club.

Moved from Bylaws 4-15-2009  
Amended 9-18-2012

7. That any club or new member of an existing club joining after September 1 will pay one-half of the amount of yearly dues. All new clubs applying for membership or individual members joining prior to September will pay a full year's dues.

Approved 9-19-06

8. That a \$10.00 administrative fee be due from any club or council paying dues after June 1 annually. (Membership dues are considered late after March 1.)

Approved 1-17-96  
Moved from Bylaws 4-15-09

9. That Clubs with dues in arrears be listed annually in the September issue of Garden Gateways. The State Membership Chairman to supply the list to the Editor and the list be titled: "Friendly Dues Reminder." Approved 1-17-96

10. That yearly dues of \$15.00 for Club Councils, Judges Councils and Consultants Groups be collected by the Garden Club Council Chairman. That yearly dues of \$15.00 for the Plant Societies and Affiliates be collected by the Plant Society and Affiliates Chairman. Both chairmen will forward dues promptly to the Treasurer for deposit. Approved 1-17-96  
Amount moved from Bylaws 4-15-09; Amended 7-15-09

11. That the membership fee for the subscribing member category be set at \$25.00 annually, subject to periodic review by the Board of Directors. Approved 1-16-01

12. That the membership fee for a corporate member be \$250.00 annually, subject to periodic review by the Board of Directors. Approved 4-11-01

#### FINANCIAL PROCEDURES

13.(a) That the Treasurer of GCG be permitted to withdraw funds from the Contingency Fund, with prior notification to the President, for budgeted items in the General Fund, should the need arise. Approved 1-15-87

13.(b) That the Treasurer of GCG be authorized to apply for and secure a no-annual fee credit card in the name of The Garden Club of Georgia, Inc., with cash back option if possible. Card to be held by the Treasurer. Additional card to be held by the Headquarters Office Manager and used solely for expenses related to Headquarters. Purchases limited to \$500.00 unless otherwise approved by the Headquarters House Operations Chairman and GCG Treasurer. That the funds earned through the credit card rewards program be deposited into the General Fund. Approved 4-13-21  
Amended 9-14-21; 9-13-22  
Amended 9-12-2023

14. That the Finance Committee may expend up to fifteen hundred dollars (\$1,500.00) during any one year to meet emergencies. Moved from Bylaws 4-15-09

15. That upon completion of the Financial Fiscal Year of GCG and following the annual review of the books, the remaining surplus amount, if any, would be placed in the Contingency Fund and held in the General Fund Bank Account. These funds to be used to offset any deficit in the General Fund Checking Account, with \$15,000.00 reserved for this purpose. Use of other monies available would require a vote of the Board of Directors. Approved 4-14-87  
Amended 4-13-22

16. That State Headquarters Operations retain \$4000.00 in the GCG Headquarters Checking Account, Athens GA. At the end of each fiscal year, all funds in excess of this amount be placed in the General Fund Contingency Account. In the event of a deficit, an amount equal to the

deficit would be withdrawn from the Contingency Account to maintain the \$4,000.00 balance.

Approved 4-18-88,  
Amended 4-18-02; 9-17-08; 4-26-11

17. That only monetary funds owned and controlled by GCG shall be identified with the Federal Identification Number assigned by the Internal Revenue Service for The Garden Club of Georgia, Inc. That only those members approved by the Board of Directors shall have supervision over funds belonging to GCG.

Approved 4-26-93

18. In compliance with IRS requirements for nonprofits, that the annual tax return of GCG be available for review by the public at State Headquarters.

Approved 4-18-88  
Amended 7-15-09

19. That appropriate state sales tax shall be paid by GCG on all direct purchases of consumable goods, supplies, and services. State sales tax shall not be paid on merchandise or services purchased for resale. The GCG Treasurer will provide a proper Georgia Department of Revenue form to a vendor supplying services or merchant for resale. All questions on this policy should be referred to the GCG Treasurer.

Approved 4-12-01

20. That state sales tax shall be added to the total cost of merchandise sold. The county of the sale is used for the percent of state sales tax collected and is reported to the General Fund Treasurer at the end of each month. This applies to all seven GCG districts, GCG Ways and Means and all checking accounts using the GCG 501(c)(3) status. This is a Financial Policy with all questions referred to the GCG Treasurer.

Approved 4-25-05  
Amended 4-13-22

21. That the President, Treasurer, and Finance Officer be authorized to review Financial Policies, delete those found to be obsolete and make editorial changes in the remainder as needed to keep them up-to-date, without the approval of the Board of Directors. The resulting product to be sent to all members of the Finance and Executive Committee for their approval.

Approved 9-15-98  
Amended 7-15-09

22. Current business rate as established by the IRS shall be used for approved mileage reimbursement.

Approved 4-21-03  
Amended 7-15-09

#### GRANTS, FUNDS, and GIFTS

23. That the generous offer of William H. Stuart, MD, to provide funding to create a fund (unrestricted), honoring Joy Walker Stuart, the 39th State President of GCG, be accepted. The fund will be devoted to conservation work conducted by GCG and placed in an interest bearing account.

Approved 1-13-04  
Amended 9-19-06; 7-15-09

24. That the Gift Acceptance Policies Guidelines be accepted. That the Planned Giving Program which is a part of the Guidelines and which includes both legacies and gifts made during a donor's lifetime, be reviewed periodically by the GCG Board of Directors, and included in GCG's overall fund raising Program. A copy of this Program can be obtained through the GCG Treasurer.

Approved 1-13-04  
Amended 7-15-09; 4-13-22

25. That GCG continue to operate the Community on My Mind grant program through donations. The program was originally funded with monies from Georgia Power. Those funds have since been depleted. A start-up amount of \$1000 from the GCG Treasury will provide the initial funding for the program.

Approved 1-19-05  
Amended 7-15-09; 9-22-2015; 9-13-22

26. That the Flower Show Grant Program be expanded, offering matching grants to single member clubs or groups of clubs, in the amount of \$200 for a Standard Flower Show and \$100 for a Small Standard Flower Show, provided the club/s have not produced a flower show within five years of the date of application. Grants will be based on criteria set forth by the Flower Show Grant Committee. Up to \$2000 per term may be appropriated from the Golden Gala Fund to provide monies for this project. That individual \$200 or \$100 Flower Show Grant checks be written from General Fund to the particular garden club/s, up to \$2000 per term. And that at the end of each fiscal year, the Treasurer will submit a request to the Assistant Treasurer to issue a reimbursement check from the Golden Gala Fund to the General Fund in an amount equal to the total of flower show grants awarded during the fiscal year.

Approved 2-17-09,  
Amended 4-14-09, 5-25-10; 4-26-11

#### CLUB MENTORSHIP

27. (a.) That The Garden Club of Georgia, Inc. continue a program to encourage the formation of new garden clubs. Clubs will be mentored for 3 years. GCG will offer grants of up to \$100 per fiscal year to a new club for the first 2 years of their existence to help defray the cost of providing programs, including speakers or materials necessary for those programs. New clubs must request these funds using the grant application form available on the GCG Website. Monies to come from the GCG General Fund.

27. (b) That GCG offer Presidents of a new club (or one Club Representative if the President cannot attend) a 50% reduction in the fees for meals and registration for the Annual District Meeting and the State Annual Convention/Meeting for the first year the new club is in existence. This will be by invitation from the District Co-Director. The printed general registration form will not reflect any discount. The reduction in registration/meals revenue due to this discount will be paid for with money from the GCG General Fund and not be expected to be absorbed by the Convention Committee.

Approved 4-18-23

28. That the Garden Club of Georgia accept donations for specific qualified civic improvement or community service projects established by individual member garden clubs or councils. These donations would therefore be considered tax-deductible for the donor and the funds would



be placed in a restricted account to be used only for the designated project. The Finance Committee shall develop guidelines for determining the criteria for a 'qualified' project and approve disbursement of funding for that project. The purpose of this arrangement is to make available to our members, on a regulated basis, one advantage of our tax status as a 501 (c)(3) organization. Contact the GCG Treasurer for details.

Approved 9-15-09

Amended 4-13-22

29. That GCG establish a Blue Star Marker Restoration account to receive donations sent to the Treasurer in memory of the late GCG State President Suzanne Wheeler. The GCG President shall appoint a committee to develop guidelines for disbursement of these funds. Guidelines shall be approved by the GCG Board of Directors.

Approved 4-15-2015

## DISTRICTS

30. That the sum of five hundred dollars ( \$500.00) shall be budgeted annually to each district for the expenses of their District Directors.

Moved from Bylaws 4-15-09

Amended 5-14-14

Amended 1-24-2024

31. That all District Events requiring checks be handled by the District Treasurer, with checks made payable to the District.

Approved 1-18-99

32. That any District choosing to hold a meeting at Convention shall pay all expenses associated with the event.

Approved 9-15-03

Amended 7-15-09; 4-13-22

## FLOWER SHOW – STATE

33. That any surplus funds resulting after all expenses have been paid on any State Flower Show, be held as seed money for the next State Flower Show sponsored by GCG.

Approved 9-20-90

Amended 6-25-95

## MEMORIALS

34. A memorial of \$50.00 will be given in the name of The Garden Club of Georgia, Inc. to a chosen garden club project in the event of the death of an active or emeritus State Board Member, a Past State President, or the spouse of any of these, the current President of NGC or spouse, and a former President of NGC.

Approved 1-13-70,

Amended 9-10-81; 1-18-90; 5-25-10; 4-13-21; 2-20-23

35. That the State Chaplain be responsible for obtaining the name of the designated recipient of memorial gifts given by the state organization in memory of State Board members or their spouses and securing the approval of the President. Request is then forwarded to the State Treasurer for payment.

Approved 4-18-89

## PRESIDENT

36. That the sum of six thousand dollars (\$6,000.00) shall be budgeted annually for the expenses and secretarial allowance of the President. That up to two thousand dollars (\$2,000.00)

shall be budgeted each year to cover expenses and registration for the State President to attend the NGC Convention, NGC Fall Board Meeting and DSR Convention. The allowance amount may be adjusted, maximum \$2,000.00 annually, as the budget permits. Receipts must be submitted by March 31<sup>st</sup> annually.

Moved from Bylaws 4-15-09

Amended 9-16-09; 1-14-15; 4-15-15

37. That a gift of \$100.00 to the Permanent Home and Endowment fund at NGC Headquarters be sent each odd numbered year in honor of the incoming president of GCG with placement of name and years of administration in the Roll of Honor Book. A certificate acknowledging the gift should be requested for presentation at the Annual Convention.

Approved 1-17-91

38. That the President of GCG, be acknowledged as a COMPLIMENTARY GUEST AT ALL EVENTS sponsored by GCG and/or the seven Districts.

Approved 1-26-94

#### STATE BOARD MEETINGS

39. That the following information be included in recommendations concerning merchandising expenses to be paid by the General Fund: Total cost, price per unit, number of units ordered, shipping/handling/tax, selling price and the source of funding. See #51 for bidding requirements.

Approved 1-20-88

Amended 7-15-09; 4-13-22

40. That the cost of the Board of Directors meals be determined by the Convention Coordinator and published in the President's Call Letter. Reservations to be secured by members paying the established amount. Checks to be made payable to GCG and sent to the Convention Coordinator by the deadline stated in the Call Letter.

Approved 4-25-94

Amended 7-15-09

#### STATE CONVENTION

41. That a permanent State Convention bank account be established. Signature cards would be changed annually but there would no longer be a need to open and close a completely new bank account each year for the annual convention/meeting.

Approved 1-16-01

Amended 9-17-08

42. That all records of the Convention or Annual Meeting Treasurer, be sent to the State Treasurer for review, no later than JULY 1st of the current year. That a preliminary financial report of Convention transactions dated through April 30th be sent to the Treasurer before June 1st.

Approved 9-20-84

Amended 9-23-87; 7-15-09; 9-22-2015

43. All expenditures pertaining to the State Convention shall be included in the State Convention Budget, i.e., fees for speakers, printing, complimentary rooms and meals for designated guests, etc. All expenses shall be deducted before division of any ensuing proceeds.

Approved 9-20-84

Amended January 21, 1993; Moved from Gen. Policies 4-16-2013; 9-22-2015; 4-13-22

44. That the \$15,500 credit on the 2006 Convention Master Bill resulting from the 2004 Ravinia Hotel Settlement be known as the Ravinia Fund. That this fund be used solely for convention purposes. That a maximum \$1,000 loan be made available to the host District of each annual convention with the loan repaid if surplus allows. This \$1,000 will remain in the Convention Checking account to keep the account open from year to year. Should a full repayment not be possible, then additional funds will be used from the Ravinia Account to offer a full \$1,000 loan to the next host District. That a separate \$1,500 be given from this fund to the Convention Committee for a two-day convention, and \$3000 for a three-day convention to assist in securing speakers and paying for Audio Visual Equipment. That the funds needed for advance deposits required by hotels/facilities to secure reservations for Board Meetings and conventions be accessed from the Ravinia Fund and repaid to the fund at the time of the convention.

Approved 2-20-23

45. That should the cost for the state convention exceed the receipts, the district in charge would not be obligated to return all or part of the convention funds (\$1,000.00) advanced by GCG. Should the deficit exceed \$1,000.00, the amount will be shared by the district and state with the host district being responsible for only 40% of the deficit.

Approved 4-22-91

46. That upon repayment of convention advance (\$1,000.00), net proceeds from the state convention under \$500.00 shall remain in district, proceeds over \$500.00 shall be equally divided between the sponsoring District and GCG.

Approved 9-30-65

Amended 9-11-02

Moved from Gen. Policies and amended 4-16-13

47. That the State Convention Registration Fee for full time registrations be set at \$40.00; and the registration fee for part-time registration be set at \$30.00 for any one day or part day. Registration Fee will not be refunded with convention cancellations. That the late fee for all registrations be \$30.00. That the price of all events and meals be rounded off to the next dollar.

Approved 9-20-90

Amended 1-16-01; 9-16-03; 4-18-17; 9-13-22

48. That the registration fee for a single event at the Annual Meeting or State Convention be waived for extra non-member guest of: the incoming president; recipients of any youth awards, Peachtree Medal Award, Certificate of Merit and GALDA awards; speakers and entertainers not designated for complimentary tickets.

Approved 4-18-95

Amended 9-17-08, 7-15-09

49. That the following financial responsibilities be designated for the state convention: State President - suite, full registration; Honored Guests – double room, full registration; Award of Merit winners and Peachtree Garden Club Medal winners and one guest each – complimentary meal and one night's accommodations, if necessary, funds for accommodations to come from the Contingency Fund; Youth Essay Winner and one guest – complimentary meal; Program Speaker – complimentary meal for the event and overnight room, if necessary; Guest performers receive complimentary meal for the event. Music and Entertainment: Groups require special consideration.

Approved 9-20-94

Amended 9-10-02; 1-1 Amended 9-10-02; 1-13-03; 4-21-03; 7-15-09; 5-14-14; 4-13-22

## STATE NEWSLETTERS/NOTICES

50. That a state newsletter (BOARD BRIEFS) be published three times a year, incorporating only current information from State Board members. Copies will be sent electronically to State Board Members, District Board Members, Club Presidents, Council Presidents and any club member wishing to receive it via email. The cost of printing and mailing issues to only those clubs and board members who do not have access to email will be paid from the General Fund.

Approved 4-26-93  
Amended 3-25-99; 7-15-09

## STATE OFFICERS/CHAIRMEN

51. That a State Chairman obtains three bids for any goods or services over \$500.00 provided to GCG exclusive of Merchandising items and decorative arts designated for Headquarters House. Bids should be obtained from a business entity capable of providing the goods or service. Each of the three vendors must be presented with the same proposal. The bids are to be sent directly to the Finance Officer by the vendor with a copy to the State Chairman. The Finance Officer will furnish copies to the Finance/Executive Committee who will choose the vendor.

Bids for goods or services for Headquarters will be obtained by the Headquarters House and Operations Chairman and presented to Trustees for vendor selection. Trustees must have the approval of the Finance/Executive Committee and the State Board of Directors for expenditures greater than \$5,000.00.

Amended 9-12-2023

52. That no member of the Board of Directors of GCG be reimbursed for mileage accumulated, or the cost of lodging or meals incurred, in the pursuit of her committee work, or other garden club related activities. Exception: The Districts may, at their discretion and according to their individual district policies, reimburse their District Director for certain expenses.

Approved 4-26-93  
Amended 6-25-95; 9-18-2013

53. That prior approval by the President is required prior to any expense or reimbursement being paid as requested by any state chairman. Programs or projects requiring said expenses must have been previously approved by the Board through a recommendation or approved budget allocation.

Approved 1-15-02  
Amended 4-13-22

## B. GOLDEN GALA FUND

“The Golden Gala/Publications Fund (hereinafter “The Fund”) is a permanent capital fund for the purpose of temporarily financing projects of GCG. A Restricted Fund of \$50,000.00 shall be maintained. These assets may be invested in such accounts as determined by the Investment Committee.

All additional interest, income, premiums, or other sums earned by The Fund shall become Unrestricted Funds. Disbursements from the Unrestricted funds shall be made in accordance with GCG Bylaws and subject to the following conditions:

- a) Any sums withdrawn from the Unrestricted Funds shall be returned within such time frame as determined by the Finance Committee, with the approval of the Board of Directors, not to exceed five years from the date of withdrawal. Exceptions noted below
- b) Should there be a desire to purchase multiple copies of the Past President's pin, the time frame may be extended to cover the complete time frame needed for repayment at a rate of one repayment every other year in odd numbered years. Any exception to the payment schedule must be approved by a two-thirds (2/3) vote of the Board of Directors.
- c) All income from any GCG project funded wholly or in part from the Unrestricted Funds shall be used to repay the Unrestricted account. If this income is inadequate to repay the fund within the time frame set, other revenues of GCG are to be used to repay the fund.
- d) Unrestricted Funds may be used without repayment for any project, publication, operating expense, special event deemed worthy by the Executive Board, or indebtedness of GCG as recommended by the Finance Committee and directed by two-thirds (2/3) vote of the Board of Directors. A total sum of no more than twenty percent (20%) of the currently available Unrestricted Funds may be utilized in this manner each term.

Approved 2-20-23

2. That the corpus of the Gala Fund be established at \$50,000.00.

Approved 1-17-84

Amended 9-17-96

## C. INVESTMENT COMMITTEE

1. That the concept of using investment advisor and funds administrator be approved. Selection of the service provider and the determination of investment guidelines be made by the Investment Committee.

Approved 1-17-84

Amended 9-17-96

2. That there be an Investment Committee consisting of the President, First Vice President, Treasurer, Assistant Treasurer, Finance Officer and three elected members from the State Board serving staggered six-year terms. Nominations for the elected members shall be presented by the Investment Committee to the Finance Committee at the Fall Board Meeting prior to a change in administrations. Up to three approved, qualified candidates would be presented to the Board.

Approved 1-20-93

Amended 9-15-98; 1-12-00; 9-17-08

3. That the purpose of the Investment Committee is to invest the Trust Funds administered by the Assistant Treasurer (the Scholarship Funds, the Headquarters Endowment Fund, the Golden Gala/Gateways Fund); to select an investment advisor and funds administrator and to change such service providers at its discretion; and to determine at least annually, after consultation with the service providers, the investment guidelines for each Fund.

Approved 1-20-98

Amended 4-13-22

4. The fee schedule of the trustee/service provider shall be reviewed biennially in August of the even years. The elected officers of the Investment Committee shall sign the fee schedule contract on behalf of GCG following the approval of the Committee.

Approved 1-20-98  
Amended 4-13-2016

5. The Investment Committee Chairman, as a member of the Finance Committee shall report at all Finance Committee meetings and Board meetings. This report will immediately follow that of the Assistant Treasurer.

Approved 1-24-99

6. That the interest earned by the Brown Thrasher and Cherokee Rose Scholarships Fund, managed by Truist Bank and Stifel Investments, continue to be distributed between the two funds as follows: the percentage to each fund based on the amount of restricted principle in each fund. At this time the percentage ratio is 47%-53%.

Approved 4-21-03  
Amended 4-13-22

## D. GARDEN THERAPY

1. That a Garden Therapy Standing Committee shall be appointed by the GCG President to administer the distribution of Garden Therapy Funds and work in conjunction with the Garden Therapy Chairman to fulfill the goals of the Garden Therapy Program. This seven-member committee shall consist of: the current Garden Therapy State Board Chairman; the Garden Therapy Treasurer; four (4) members appointed by the GCG President for statewide representation, and the GCG President as an ex-officio member. A quorum shall consist of 5 members.

Approved 9-13-05

2. GCG Garden Therapy Standing Committee will develop a Garden Therapy Funding Application to be available to all Clubs, Councils, and Districts to apply for grants of not more than \$750 per year to fund "hands on" Garden Therapy Projects at Veterans Hospitals, Nursing Homes, Assisted Living, Senior Centers, Regional Mental Hospitals or other worthwhile organizations. The rules and application criteria will be approved by the Board and posted on-line. Funds to come from garden therapy donations.

Approved 9-13-05

Amended 4-16-2013, New policy created 4-13-2016

Amended 2-20-23

3. That garden clubs giving \$25 or more to the GCG Garden Therapy Program before March 1 in any given year will receive a Garden Therapy Certificate of Appreciation. These donations should be sent to the GCG Treasurer. The Garden Therapy Chairman will budget no more than \$100 per term for administration expenses and for the bi-annual GT Orientation.

Approved 9-13-05

Amended 7-15-09; 4-13-2016

## E. AWARDS

### MEMBERSHIP AWARD

1. Cash awards may be presented to the district that increases its membership by the largest percentage basis over the previous year. First place award is \$100.00, second place award is

\$50.00. Cash awards to be presented annually by the 4th Vice-President. Approved 9-28-89  
Amended 7-15-09; 9-16-09

### FUNDING NGC AWARDS

2. That GCG fund \$100.00 annually to the winner of the NGC Video Award. Approved 9-28-89

3. That GCG fund the NGC website award in the amount of \$100.00 annually. Approved 4-11-01  
Amended 7-15-09

### YOUTH AWARDS

4. That the High School Essay (H-8) contest winners be given monetary awards. First place winner to be awarded \$300.00, second place winner to be awarded \$150.00, and third place winner to be awarded \$75.00. Funds to come from the Sybil Bennett Youth Fund. Approved 4-26-93  
Amended 9-26-93; 1-25-05; 7-15-09; 5-14-14

5. That GCG sponsor a Deep South Regional Award to read: "A cash award of \$25.00 given by GCG may be awarded annually to a Junior Garden Club in the region sponsored by a federated garden club, which through its own efforts, has been successful in promoting all phases of garden club work-preschool through sixth grade." Funds to come from the Sybil Bennett Youth Fund.

Approved 1-24-85  
Amended 5-14-14

6. That GCG award the following prizes in the Smokey Bear/Woodsy Owl poster contest. In each of the 5 divisions for posters featuring Smokey Bear; 1st-\$25, 2nd-\$15, 3rd-\$10. In each of the 5 divisions for posters featuring Woodsy Owl: 1st-\$25, 2nd-\$15, 3rd- \$10. (Awards total \$500.00.) GCG to pay award funds from the Sybil Bennett Youth Fund

Approved 9-18-86  
Amended 9-16-92; 1-18-95  
Amended 5-14-14

7. That blue ribbon winners of youth environmental education contests (excluding essay) may receive their awards at annual district meetings in their district. GCG will reimburse the District Treasurer for the expense of blue-ribbon winners and one guest. GCG President and District Smokey Bear/Woodsy Owl chairman will present the awards.

Approved 9-10-01  
Amended 7-15-09

8. That the following awards for the Youth Poetry Contest be amended: First Place \$25, Second Place \$15, Third Place \$10 - in each of the grade levels for each category:

A. Junior - K-6th grade, B. Intermediate - 7<sup>th</sup> -12<sup>th</sup> grade.....\$650  
C. Special Education Division – K-12<sup>th</sup> grade.....\$650

D. English as a Second Language (ESOL or ELL) – K-12th grade.....\$650

Maximum Total \$1950.00. Award amounts to be paid by GCG from the Sybil Bennett Youth Fund.

Approved 1-18-95

Amended 7-15-09; 5-26-10; 9-19-2012; 4-16-2013; 5-14-14; 9-10-24

9. That GCG award the following prizes in the Youth Sculpture Contest in each of the five divisions 4<sup>th</sup> through 8<sup>th</sup> grades: 1<sup>st</sup> place - \$25.00, 2<sup>nd</sup> place - \$15.00, 3<sup>rd</sup> place- \$10.00. Awards total a maximum of \$250.00. GCG to pay award funds from the Sybil Bennett Youth Fund.

Approved 5-14-14

10. That GCG provide a \$25 cash award to the individual who receives the J-7 Junior Club Leadership Award. Monies to come from the Sybil Bennett Youth Fund.

Amended 5-14-14

11. That GCG fund the five first place winners of the Smokey Bear/Woodsy Owl Poster Contest in the DSR for \$125.00 annually, beginning in 2015. Funds to come from the Sybil Bennett Youth Fund.

Approved 5-14-14

## F. ENVIRONMENTAL AWARENESS & HISTORIC PRESERVATION

### DOT HIGHWAY WILDFLOWER AWARDS PROJECT

1. That any individual, club, council or district may make a contribution of \$25.00 or more for the wildflower beautification program to be sent to the State Treasurer by March 1 of each year. The Treasurer records and acknowledges the gifts and notifies the Chairman. An appreciation certificate will be provided by the Chairman. When a substantial sum of money is collected, the Chairman will request that the Board authorize a donation to DOT for seed purchase or bulb planting.

Approved 9-27-93

Amended 4-18-07; 9 18-08; 1-15-2014

### LAND TRUST

2. That GCG annually award a “Deed of Gratitude” certificate to a club donating \$25 or more to the Land Trust Program, designated for Marshall Forest. Checks should be made payable to GCG and mailed to the State Treasurer. The Treasurer records and acknowledges the gifts and notifies the Chairman.

Approved 4-18-89

Amended 1-22-92; 6 26-95; 1-16-2014

### NATURAL DISASTER SUPPORT

3. That GCG award a Certificate of Appreciation to a club donating \$25 or more to the Natural Disaster Support program. Checks should be made payable to GCG and sent to the State Treasurer before March 1. The Treasurer records and acknowledges the gifts and notifies the Chairman.

Approved 7-15-09

Amended 1-16-2014



#### GEORGIA HISTORIC HOUSE & GARDEN PILGRIMAGE

4. That GCG join the Department of Historic Preservation of the Department of Natural Resources and the Georgia Department of Industry, Trade and Tourism in sponsoring an annual Georgia Historic House and Garden Pilgrimage or other fundraising event to benefit the Historic Garden Grant Program. That up to \$2,500.00 be advanced from the Contingency Fund to underwrite expenses incurred in the planning and execution of the pilgrimage. The advance to be repaid from the proceeds of the pilgrimage. That beginning in the spring of 2017, the district rotation schedule to host the fundraiser will be as follows: 2017–Laurel, 2018–Camellia, 2019–Oleander, 2020–Dogwood, 2021–Redbud, 2022–Azalea, and 2023–Magnolia; repeating every seven years thereafter.

Approved 6-25-95  
Amended 9-10-01; 9-22-2015

5. That the committee for the awarding of grants from the Historic House and Garden Pilgrimage proceeds shall consist of the State Preservation of Gardens and Sites Chairman, Historic Garden Grants Chairman, Historic Landscape Initiative Chairman, Pilgrimage Advisor, GDNR Historic Preservation representative, National Park Service representative, Cherokee Garden Library representative, and a landscape architect acting as garden consultant. This committee will forward the list of Historic Garden Grant recipients each year to both the current and immediate past presidents for approval.

Approved 1-18-95

Approved 5-24-97  
Amended 6-25-97; 2-20-09

6. That GCG annually award a “Preservation Partner” certificate to a club donating \$25.00 or more to the Historic Preservation of Gardens and Sites Program. Checks should be made payable to GCG and mailed to the State Treasurer by March 1. The Treasurer records and acknowledges the gifts and notifies the Chairman. To honor an individual or club in a special way, a “Patron of Preservation” certificate may be awarded for a donation of \$100 to the Historic Preservation of Gardens and Sites Program.

Approved 4-19-05 Amended 7-15-09; 1-15-2014

#### 7. JAMES R. COTHRAN HLP ENDOWMENT FUND

That the Garden Club of Georgia, Inc. establish an endowment Fund for Historic Landscape Preservation Grants to be entitled the “James R. Cothran Historic Landscape Preservation Endowment Fund” (JRC-HLP E- Fund) in memory of James R. Cothran, founder of the Historic Landscape Preservation Grant Fund and Georgia Historic Landscape Initiative. Monies donated to this fund shall be used as a permanent capital fund solely for the purpose of financing Historic Landscape Preservation Grants. That all proceeds from the book Seeking Eden, A Collection of Georgia’s Historic Gardens be placed in the JRC-HLP EFund. That the first \$100,000.00 donated to or earned in the JRC-HLP E-Fund be established as a corpus, and funds in excess of this amount from additional interest, income, dividends, donations, or other sums

whatsoever, may be used for GCG HLP Grants as directed by the HLP Committee. The JRC-HLP E-Fund will be maintained by the GCG Assistant Treasurer under the supervision of the Investment Committee. All correspondence regarding this account will be handled by the HLP Committee. The HLP Committee may request an interim financial report from the Assistant Treasurer prior to their meetings. Per the request of the HLP Committee, the Assistant Treasurer will transfer specified amounts to the GCG Treasurer for disbursement to grant recipients. Approved 9-12-2018

#### CHEROKEE GARDEN LIBRARY

8. That GCG award a Certificate of Appreciation to any club donating \$25.00 or more to benefit the Cherokee Garden Library. Checks should be made payable to GCG and mailed to the GCG State Treasurer before March 1st. The Treasurer records and acknowledges the gifts and notifies the Chairman.

Approved 4-26-11 Amended 1-15-2014

#### STATE PARKS & PUBLIC LANDS GRANT PROGRAM

8.(a) That GCG offer grants to any Club, Council, or District planning and carrying out a project located in a State Park or Historic Site designated on the DNR website. The State Parks and Public Lands Committee will administer the Grant Program, receive applications, and make award determinations based on the availability of funds. Grant funds will come from the GCG designated Parks and Public Lands Account which will be supported by annual donations from GCG, Districts, Councils, and Clubs, and others. Award determinations will be sent to the GCG President for approval. Complete details and application forms will be posted on the GCG website. Additional grants may be awarded by DNR and Friends of Georgia State Parks.

8.(b) That GCG annually present a "Parks Partner" certificate to a club donating \$25.00 or more to the Parks and Public Lands Program. Checks should be made payable to GCG and mailed to the State Treasurer by March 1. The Treasurer records and acknowledges the gifts and notifies the Chairman.

Approved 1-15-87  
Amended 9-22-2015; 2-20-2023

#### BACKYARD HABITAT

9. That GCG purchase Certified Backyard Habitat signs (9x12 aluminum) for the purpose of resale [\$8.00 plus sales tax, plus shipping] to GCG Members and Non-Members who have their yards certified through the GA Dept. of Natural Resources. The cost of the signs will be paid from the Joy Stuart Conservation Fund, and those monies returned to the Fund upon sale. Profits from the sale will be placed in the General Fund. The CWP Chairman will administer the sale of the signs and seek Board approval before placing additional orders. Approved 5-14-14 Amended 4-15-15; 4-13-2016

## G. PUBLIC GARDENS

### GARDENS OF GEORGIA FUND

1. That Gardens of Georgia Fund be used to promote membership and other garden club activities. This would include the Website installation, updating every three months, and membership development expenses. Approved 4-16-98

### STATE BOTANICAL GARDENS IN GEORGIA

2. That all monies for GCG Botanical Garden Fund, donated by individuals, clubs and districts, be sent to the State Treasurer for deposit in the Arboreta/Botanical Gardens account of the General Fund. The Treasurer records and acknowledges the gifts and notifies the Chairman. That any donations for special projects will be placed in a Restricted Account and will be forwarded to SBG as needed. That the contributions held in the General Fund be transferred to the State Botanical Garden in Athens annually, unless the contribution was specifically designated for a different Garden, in which case those monies would be transferred to the specified Garden.

Approved 4-20-83, Approved 1-18-95  
Amended 9-27-88; 7-15-09; 1-15-2014

3. That Honorariums and Memorials sent to GCG for the State Botanical Garden be deposited in GCG Botanical Garden Fund. Approved 9-23-87

### FOUNDERS MEMORIAL GARDEN

4. That GCG award a Certificate of Appreciation to any club donating \$25.00 or more to benefit the Founders' Memorial Garden in Athens. Checks should be made payable to GCG and mailed to the State Treasurer before March 1<sup>st</sup>. Approved 9-14-2010 Approved 9-15-2013; 4-13-22

## H. PUBLICATIONS

### GARDEN GATEWAYS

1. That Garden Gateways be bound for permanent preservation, volumes to correspond with presidential terms. Copies are to be distributed as follows: one copy for State Headquarters, one copy for Garden Gateways permanent file, one copy for President of each administration. Cost to be a budgeted item.

Approved 1-9-86  
Amended 1-22-03; 7-15-09

2. That an increase be made in each size ad rate for Garden Gateways, including classified ads, and that a variable percentage discount be given for four consecutive insertions.

					Total
Location/Size	Orientation	Inches	One Issue	Four Consecutive Issues	
Back Outside Cover	---	8" x 8"	\$1,500	\$1,200 x 4 = \$4,800	
Inside Covers	---	8" x 10"	\$1,000	\$ 850 x 4 = \$3,400	
Inside Full Page	---	8" x 10"	\$750	\$ 500 x 4 = \$2,000	
Inside Half Page	Horizontal* Vertical	6-7/8" x 4-7/8" 4-1/2" x 7-1/2"	\$550	\$400 x 4 = \$1,600	
Inside Quarter Page	Horizontal Vertical	3-1/2" x 4-7/8" 2-1/8" x 7-1/2"	\$350	\$200 x 4 = \$800	

Amended 1-24-2024

3. That free editorial space for those advertising spring tours of homes in Garden Gateways no longer be offered.

Approved 4-23-90

4. That, with the exception of the editor, Garden Gateways staff will not receive compensation. The compensation for the Editor shall be negotiated prior to each administration by the President-Elect.

Approved 4-22-91

5. That to reactivate the concept of an Endowment Fund for Garden Gateways proposed by Mrs. E. Carl White, former President, a sum of \$10,000 be taken from the Contingency Fund and placed in the Golden Gala Investment Account. The fund shall be known as the Garden Gateways Endowment and interest shall accrue to the fund as earned. The Endowment shall serve as an emergency resource.

Approved 4-26-94

6. That any member of the Garden Gateways Committee may recommend to the Committee withdrawal from the Garden Gateways Fund to cover an emergency situation. Upon approval by the Committee, the recommendation must then be approved by the Finance and Executive Committees and the State Board. The Committee shall consist of the following: First Vice President; Treasurer; Finance Officer; Chairman of Investment Committee; Garden Gateways Editor; Garden Gateways Advertising Manager; Advisory Council Liaison; and the President.

Approved 1-17-96

#### NEW BEGINNINGS

6. That NEW BEGINNINGS be sold at \$7.00 each. Cost of tax and shipping to be an additional expense to the buyer.

Approved 9-17-96

#### I. SCHOLARSHIPS

Hubert B. Owens Scholarship (\$5,000)  
Founders' Memorial Scholarship (\$3,500)  
GCG Work Scholarship (As Available)  
Brown Thrasher Scholarship  
Cherokee Rose Scholarship

Amended 9-17-08, 4-13-21

1. That the budgeted scholarship grants for a fiscal year be sent to designated schools by the Assistant Treasurer, with the approval of the President, no later than July 15 of that fiscal year. Scholarship grants to come from National and other state calendars. Example: Scholarships budgeted in the 1990-1991 budget would be sent by July 15, 1991, proceeds of the 1991 calendar providing the necessary funds.

Approved 1-19-82,

Amended 4-17-85; 6-9-85; 1-25-05; 4-13-22

2. That all scholarship monies be sent to the registrars of the respective colleges or universities to be disbursed to the respective students.

Approved 9-20-84

3. That the Hubert B. Owen Scholarship be increased to a full scholarship in the amount of \$5000.00; that another scholarship be awarded in the amount of \$3500.00. All scholarships funded from donations.

Approved 4-14-87

Amended 9-17-08; 4-13-22

4. That any gift of \$200.00 or more to the Scholarship Fund be acknowledged with an appropriate "Patron of Scholarship" Recognition Certificate (General Scholarship Fund, Cherokee Rose

Scholarship Fund, and Brown Thrasher Scholarship Fund), and that any gift of \$1,000.00 or more to the Scholarship Fund be acknowledged with an appropriate "Named Scholarship" Recognition Certificate (General Scholarship Fund). Certificates to be presented at the Annual Fall District Meetings.

Approved 9-16-97  
Amended 7-15-09; 4-16-19

#### BROWN THRASHER SCHOLARSHIP

5. That the Brown Thrasher Scholarship Endowment Fund be established to provide funds for deserving Georgia students enrolled in a gardening related field of study at an accredited Georgia college or university. The Investment Committee annually determines an amount to be awarded for scholarships from the fund's interest, dividends, capital gain distributions, and fund appreciation. There will no longer be a distinction of restricted or unrestricted monies. Approved 9-20-84  
Amended 1-15-87, 4-22-96, 4-13-21

6. That the Cherokee Rose Scholarship Fund be established in 1989-1990 with proceeds from the sale of "Seeds of Inspiration" to provide scholarships to deserving Georgia graduate students in the fields of Historic Preservation, Decorative Arts, Historic Architecture, Landscape Architecture or Environmental Planning and Design in an accredited Georgia college or university. The Investment Committee annually determines an amount to be awarded for scholarships from the fund's interest, dividends, capital gain distributions, and fund appreciation. There will no longer be a distinction of restricted or unrestricted monies.

Approved 1-18-89  
Amended 9-17-14; 4-13-21

#### FOUNDERS' MEMORIAL SCHOLARSHIP

7. That the \$3,500.00 scholarship awarded by GCG be designated the Founders' Memorial Scholarship in recognition of the twelve founders of America's first garden club, The Ladies' Garden Club of Athens.

Approved 1-17-91

### J. SCHOOLS, COURSES AND WORKSHOPS

#### FINANCIAL GUIDELINES

1. That \$100.00 each be allotted to the Landscape Design Schools, Flower Show School, Gardening Study Courses and Environmental Study Courses to underwrite a possible deficit for any course within the fiscal year, should the need arise.

Approved 9-15-69  
Amended 4-28-86; 4-18-95

2. That the registration fee for the Basic Design Courses be \$10.00 per unit. That the registration fee for the Basic Horticulture Study Course be \$10.00 per unit.

Approved 9-14-77,  
Amended 1-17-84; 1-20-88; 1-20-93; 4-18-95; 4-15-2013; 9-12-2018; 4-13-22

3. That any State Federation School, including Flower Show Schools, Landscape Design Schools, Gardening Consultants Courses, and Environmental Study Courses requesting financial assistance, apply to the appropriate State Chairman who will investigate the needs and forward the application

to the State President for approval prior to payment by the State Treasurer. Approved 4-18-89.  
Amended 4-18-95

#### BASIC DESIGN & HORTICULTURE COURSES

4. That Instructors for Basic Design and Basic Horticulture Courses be reimbursed for mileage by the sponsoring organization (at the current business rate as established by the Internal Revenue service) when using their personal vehicle to travel to hold workshops.

Approved 4-18-95  
Amended 7-15-09

5. That the Basic Design Instructor and the Sponsoring Organization both complete the Basic Design Instructor agreement which among other things, stipulates the teaching fee to be one hundred twenty-five dollars (\$125.00) and reimbursement for flowers and/or plant material used for the class, not to exceed forty dollars (\$40.00). This form is found on the GCG Website.

Approved 4-26-93  
Amended 7-15-09

6. That GCG sanction Basic Design II Floral Design Courses.

Approved 4-19-05

7. That Basic Horticulture Courses be initiated in the 1993-1995 term, to be scheduled similarly to the Basic Design Courses. These Courses to augment the present Gardening Study Courses, with emphasis in the areas of current Horticulture Chairmanships; namely, Food Gardening, Improved Cultivars, Indoor Gardening, Native Plants/Wildflowers, Shrubs and Trees.

Approved 9-16-92

8. That certificates be given to those Garden Club members who complete all 6 units of Basic Horticulture, 5 units of Basic Design I or 5 units of Basic Design II.

Approved 1-18-95  
Amended 7-15-09

#### K. STATE HEADQUARTERS

##### EMPLOYEES

1. That the pay scale and benefits for any employee at State Headquarters be set by the Trustees on an annual basis with any raises being awarded as merited on a performance basis. Salary to be paid monthly by the GCG Treasurer, including all required payroll taxes.

Approved 9-23-87  
Amended 4-22-99; 4-13-22

2. That Workers Compensation Insurance be carried for any employee(s) paid directly by GCG.

Amended 4-13-22

##### ENDOWMENT FUND/INTEREST ACCOUNT

3. That the Trustees of Headquarters House prepare an annual budget using the anticipated annual income from interest in the State Headquarters Endowment Fund as a basis. This budget

is to be presented at the Spring Finance Meeting annually along with the regular State Treasurer's Budget.

Approved 1-19-93  
Amended 9-17-08; 4-13-22

4. That the Headquarters Endowment Fund Account show a balance of \$350,000.00 and all funds in excess of this amount be placed in the Headquarters Investment Account. This Endowment Fund will be a permanent Endowment of which only the interest may be used to repair, maintain, furnish and generally, keep up the State Headquarters building and grounds. The Headquarters Investment Account income may be used to pay for such House Expenses as the Board decides is part of maintenance and general upkeep, including but not limited to: 50% of Janitorial Supplies, 100% of Cleaning Services on Main Floor, 50% Security Fees, 50% Pest Control and any repair & maintenance of house related items. If the fiscal year rental revenue for the Terrace Garden Room falls to a point that it does not cover the cost of cleaning the Terrace Room level, 50% of janitorial supplies, 50% of security, 50% of pest control and paying for utilities, the Headquarters Investment Account may be used to reimburse HQ Operations for the shortage. Office Expenses will not be paid from the Headquarters Endowment Fund. The Trustees Committee must have the approval of the Finance Committee, State Executive Committee, and State Board of Directors before undertaking unbudgeted expenditures in excess of \$5,000. Sums of that amount or less may be spent by a majority vote of the Trustees.

Approved 1-13-83; 4-24-84  
Amended 6-25-95; 4-23-97; 7-15-09; 9-13-2011; 4-13-2016; 9-14-21; 4-13-22

5. That receipts from State Headquarters Memorial Funds, Life Member fees and interest from Headquarters Endowment Fund be placed in the Headquarters Investment Account.

Approved 4-19-82  
Amended 4-13-22

6. That the State Botanical Garden (SBG) handle receipts of rentals and deposits for the Terrace Room rentals. That the GCG Headquarters personnel inspect rental area and forward all forms to SBG the next working day for any possible damages. Billings for GCG's 60% of rental to be completed on the first working day of each month for the previous month. Copies of all forms sent to SBG (including invoice) to be mailed, or faxed to the Treasurer, Assistant Treasurer and the Finance Officer.

Approved 9-22-04  
Amended 7-15-09, Amended 4-13-22

## GIFTS/DONATIONS

7. All donations shall be sent to Headquarters for recording in the Headquarters House Honor Book. Names of donor and honoree shall be recorded. Donations of \$100.00 will be recorded in the Diamond Section of the Honor Book, \$50.00 donations in the Gold Section, \$25.00 donations in the Silver Section; and the Recognition Pages will contain the names of donors of \$10.00-\$24.00. A certificate of appreciation shall be presented to clubs with donations of \$25.00 or more before March 1. All undesignated monetary donations to State Headquarters shall be deposited in the Headquarters House Checking Account as donation income. Memorial and honorariums shall be deposited in the Headquarters Endowment Interest Account. Approved 4-14-87. Amended 4-26-11



## INSURANCE

8. That the following criteria for insurance coverage for Headquarters House be adopted:

- (1) GCG be issued a complete policy or other evidence of coverage.
- (2) GCG be named specifically as "insured."
- (3) Fine Arts be specifically scheduled and covered under a supplemental floater.
- (4) Coverage to include but not be limited to: Fire, Theft, Burglary, Vandalism.
- (5) Deductible not to exceed \$500.00. Approved 9-23-98

9. That the insurance coverage carried by GCG would be reviewed periodically by the Finance and Executive Committees with information presented by the Headquarters Insurance Chairman, Treasurer and Assistant Treasurer. Significant changes in any policy need approval of the Board of Directors.

Approved 1-17-91

Amended 9-19-06; 7-15-09; 9-22-2015

## LIFE MEMBERS

10. That the Life Membership Fee to become a Garden Club of Georgia Life Member shall be \$100. That revenue from this fee be equally divided between the Scholarship Fund and the Headquarters House Unrestricted Endowment Fund. Becoming a Life Member does not eliminate the responsibility of paying dues to GCG or one's garden club.

Amended 4-22-04

Moved from Bylaws 4-15-09; Amended 9-22-2015

## L. MERCHANDISING

1. That reorders of budgeted Ways & Means items may be authorized by the President, Treasurer, First Vice President or Finance Officer.

Approved 1-26-93

2. That the registration fee for the State Merchandising Chairman and Co-Chairman be paid by the GCG General Fund when they attend an event in a service capacity. Specifically, State or Regional Convention meals will not be reimbursed; however District Meetings where the meal is included in the registration fee will be paid by the General Fund. Those fees to be listed on the Merchandising line Item #663D of the budget.

Approved 4-22-91

Amended 1-26-94; 4-25-94; 9-13-05; 01-15-14

3. That suitable Ways & Means items available at State Headquarters be offered to the State Botanical Garden Gift Shop on consignment at 20% discount unless otherwise designated. Retail prices to be set by the gift shop. However, they may not be lower than GCG prices. Transaction and collection to be under the supervision of the State Headquarters Office Manager.

Approved 4-26-93

Amended 9-13-22

4. That GCG authorize the Ways & Means Chairman and Co-Chairman to reduce the sales price of defective or damaged merchandise in order to remove from the inventory. Approved 1-26-94

#### MEMBER

3. That the current GCG seal be used as a "model" for a life member pin. The pin would have State Life Member on it. Sale price to be \$12.00 (\$5.00 from each pin sold to go into the Scholarship Fund and \$7.00 to the Contingency Fund).

Approved 6-25-97  
Amended 1-13-98; 1-15-14

#### M. YOUTH ACTIVITIES

1. That a \$5,000.00 donation to GCG by Mrs. Van B. Bennett (GCG President 1985-87), be used to establish the Sybil Bennett Youth Endowment Fund. These monies and any additional funds added will be placed in an interest-bearing or investment account. Expenditures from this account are restricted to youth-related activities.

Approved 1-15-87  
Amended 4-13-22

2. That dues for youth clubs be reinstated in the amount of \$3.00 for each Junior/Intermediate club and \$5.00 for each High School Gardeners Club to be sent annually to the State Youth Chairman. This would not be for the purpose of increasing the state treasury, but to make these clubs feel more a part of the state organization and to assist in registration.

Approved 4-26-93