

# **Clear Lake Trowel & Trellis Garden Club Standing Rules**

1. The budget will run from July 1st through June 30th.
2. \$600 will be budgeted toward expenses for the President or President Elect to attend the State Convention. If not used, the \$600 will revert to the general fund.
3. The Club will pay for the President's luncheon, raffle-prize drawing (up to \$15) and mileage for the District meetings.
4. Annual dues will be \$30 per person and \$37 per couple. Name tags are optional. Cost is \$6.50 (laminated name tag with a magnet on the back), a replacement magnet is \$2, or the current rate on both (ordered from the Membership Chair). Members who join after the Daffodil Tea will not be asked for additional dues for the following Club year.
5. The Membership Chair will present a new member with a copy of the New Member Orientation Welcome, Club Bylaws, Standing Rules, a written explanation of the Penny Pine's program, and a Yearbook/Directory.
6. Members will bring living flora to each General meeting (Flower Roll Call), state the name and relate something about growing conditions. In lieu of living flora, a donation may be made to Penny Pines.
7. Guidelines for choosing a member to be honored with a Penny Pines Plantation.
  - a. The Executive Board including the Penny Pines Chairperson decide which member will be honored with a Penny Pines Plantation.
  - b. If a member who is not on the Board wants to suggest a name, she/he should put the name and explanation for the nomination in writing and give it to the Board. The Board makes the decision and has the final vote.
  - c. Who is honored: The President is honored with a Penny Pines Plantation during their term of office or at the end of the term as an on going honor. Next in line is a member who has been actively involved in working and supporting Club projects. Next, community members or community groups who have, over the course of many years, supported the Club and the Club's objectives and are deemed worthy.
8. When conducting Club business, votes can be taken by voice, by rising, by ballot, by roll call, or by any other method authorized by the assembly.
9. The Sunshine Chair will send an appropriate note or card in the event of illness or death of a member or immediate family member.

10. Installation of officers will normally be at the June meeting and will be planned and conducted by the Vice President (ongoing or continuing).
  11. Clear Lake Trowel & Trellis Garden Club Memorial Plaque
    - a. The Club maintains a Memorial Plaque which normally resides with the Club.
    - b. Upon the death of a current member (Active or Honorary), an engraved plate will be placed on the Clear Lake Trowel & Trellis Garden Club Memorial Plaque.
    - c. A deceased prior member's name can be considered for placement on the Clear Lake Trowel & Trellis Garden Club Memorial Plaque. Names to be considered should be submitted in writing and include information about the individual, such as dates of membership, and the date deceased. Upon posthumous selection by the Executive Board, or by the Membership at a General Meeting, an engraved plate will be placed on the Clear Lake Trowel & Trellis Garden Club Memorial Plaque.
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Updates: April 18, 2017  
October 18, 2022