

## **Mat Su Master Gardener Association Standing Rules 2019**

**Voted on and approved at November 5, 2018 meeting, Amended Jan 7, 2019**

### **Annual review:**

The board shall review these standing rules annually in October for presentation to the membership at the November meeting

### **Amendments:**

These Standing Rules may be amended by a majority of members present at a regular meeting after having been presented by the board.

### **Dues:**

Yearly dues are \$10 for each member or \$12 for a household (more than one member in same household) membership and are payable December 1 for the following calendar year. If dues are paid by January 15, the member will be listed in the yearbook.

### **Expenditures:**

The board, at its discretion, can spend up to \$100 per event/activity without vote of the membership for non-budgeted expenses for workshops, projects and supplies. There shall be maintained in the checking/savings accounts enough monies to fund the yearly budget. Reimbursed expenses are only paid from receipts submitted to the treasurer within 45 days of expense. Any purchases must be in the approved budget or pre-approved by the board for up to \$100.

### **Plant sale:**

All Mat-Su Master Gardener Association members who have joined or renewed their membership AND signed up to participate in the plant sale by the May meeting can participate in the plant sale. The association will provide the members with yellow labels for prices and white labels for plant names at the April and May meetings.

### **Standing Committees:**

**Newsletter** - The newsletter committee shall prepare the monthly newsletter and send it to the web master to post it online and send an email with a link to the web page. This committee will also send out emails and other notices to association members and interested parties on various club activities and as requested by the association. Members without email will get a newsletter mailed to them after they provide the board with mailing address.

**Rebarcheck Farm** - Rebarchek planning committee will make recommendations and submit plans to the MG members for approval and participation.

**Palmer Library Planting** - The committee shall arrange for members to donate plants or, if needed, buy plants in accordance with the association's budget. The association traditionally does this the first Monday in June. If soil in beds needs amending the committee will arrange for amendments to be donated or purchased

**Parade participation** - The committee shall arrange to sign the association up for parades if so requested by the membership, and for a float to be made if so desired. The committee will coordinate work days and a location to build the float if needed.

**Palmer Veterans and Pioneer Home Planting** - The committee shall buy plants in accordance with the association's budget and arrange for a planting date to be announced to the members. If soil in beds needs amending the committee will arrange for amendments to be donated or purchased

**Plant Sale** - The committee shall:

1. Arrange for location (see below\*)

2. Arrange for supplies and advertising (see below \*\*)
3. Provide sign-up sheet for sellers at April and May meetings
4. Send reminders members to save boxes for the plant sale.
5. Get table, chairs, and plant sale signs from the CES office
6. Oversee operation of the day of sale
7. Tally yellow plant price labels
8. Take money to the bank
9. Arrange with Treasurer for checks to be written to selling members
10. Give yellow plant labels back to selling members

\*Request the Palmer Downtown Pavilion a year in advance. Here's the link to the website:

[http://www.cityofpalmer.org/index.asp?Type=B\\_BASIC&SEC=%7B33AA5BDC-87DF-4232-9E01-028A3196D555%7D](http://www.cityofpalmer.org/index.asp?Type=B_BASIC&SEC=%7B33AA5BDC-87DF-4232-9E01-028A3196D555%7D)

Usually, the president fills out the request right after the plant sale, so we get it reserved for the following year.

\*\* We have signs to hang on fences to advertise (this is usually done a few weeks ahead of time). There is also a sign to hang up on the shelter at the Pavilion.

**State Fair** - The committee shall coordinate with the State Fair Flower and Crops Department Superintendents on which Division and Class the Association will sponsor for each year's Alaska State Fair. The committee will purchase gift cards and take them to the main office at the fair with labels indicating which winners the prizes are for. The State Fair representative will mail the cards to each winner. The Board decides how much to give for each prize.

There are fourteen prizes: seven first entry winners and seven second entry winners in the following divisions/classes (total \$800 budget estimate):

**Crops Department**

- Veg Heads                      Division 16, Class 01, Junior (ages 6-12), first place winner              \$50
- Veg Heads                      Division 16, Class 02, Junior (ages 13-17), first place winner              \$50
- Veg Heads                      Division 16, Class 03, Open, first place winner                                      \$50
- Veg Heads                      Division 16, Class TBD\*, Junior School Group, first place winner              \$100

\*Exact wording still to be determined by the Alaska State Fair

**Flowers Department**

- Trees & Shrubs                  Division 5 Champion    \$50
- Collections                      Division 10 Champion    \$50
- Artistic Design                  Division 13, Class 4, Fair theme design, first place winner                              \$50

**Garden Tour** - The committee shall arrange for garden tour/events that may occur on dates other than monthly meeting dates, announce the dates at the meeting and submit the information for inclusion in the newsletter the month before the event.

**Web Master** - The Web Master shall keep the Mat Su Master Gardener web site up to date with association activities and information. Each Planting Committee Chair will provide a summer weeding and watering schedule to the webmaster to post on the website for members to sign up

**Yearbook** - The yearbook committee shall compile, format, submit for printing and distribute the annual yearbook for the members.