

STEPS IN BECOMING A FEDERATED CLUB

1. Purchase a copy of the Louisiana Garden Club Federation, Inc. Handbook (7th Edition) before you begin the process. The handbook will guide you on setting up your club.

Approximate cost \$12:00

The handbook may be obtained by contacting the **LGCF Ways and Means Chairman**

Carolyn Schwebel

14128 Randall Ave.

Hammond, LA 70403-4128

985-974-9740 carolyn.schwebel@yahoo.com

2. Contact your district Membership Mentor or District Director. She will be mentoring your club through the process of becoming a federated garden club.

District	Director	Email	Phone	Membership Mentor	Email	Phone
I	Kathy Boudreaux	mboudreaux16@cox.net	504-301-0978 504-812-3021			
II	Reba Mackey	mackeryrw@bellsouth.net	504-394-0038 504-421-1465	Mary Jacobs	Mary_gardens@att.net	504-469-4397
III	Patsy Hebert	patsyh_2000@yahoo.com	337-937-6775 337-652-2936	Donna Bucci	dcbucci@cox.net	985-395-9693
IV	Inactive					
V	Shirley Key	jskey2@yahoo.com	318-428-4448 318-282-1542	Mary Sue Colvin	Jhcolvin2@bellsouth.net	318-723-4725
VI	Nancy Delahaye	nadelahaye@gmail.com	225-776-3161	Jeanette Gatzman	jgatzman@bellsouth.net	225-751-9648 225-772-9648
VII	Kelly Keers	d7dir.lgcf@gmail.com	337-558-5667 337-764-2089	Margo Racca	mracca@centurytell.net	337-582-7339
VIII	Sherill Laborde	twinks1950@att.net	318-253-5915 318-308-5915	Yvette Hebert	Ybear330@gmail.com	318-308-0020

3. Requirements

- Minimum of twelve (12) members 1st meeting
 - Information meeting to learn about the objectives, responsibilities and benefits of LGCF and NGC.
 - Decide whether to become federated.
 - Appoint Bylaws Committee and set date for 2nd meeting
- 2nd Meeting
 - Bylaws are adopted
 - Members sign a charter and pay dues
 - Nominate and elect officers
 - Complete Application for Membership form and dues form

4. Submit to your District Director the Application for Membership Form and your annual dues* with the Dues Remittance Form to the LGCF Treasurer Tricia Ortalano. For questions about dues contact LGCF Treasurer Tricia Ortalano. Her name and contact information is on the bottom of the dues remittance form.

***State and National Payment of Dues**

The following is an excerpt from the Bylaws of Louisiana Garden Club Federation, Inc. Handbook (2017 Edition, pp 80-81):

Article III – Membership

Section1. (a) Application of a senior club for membership shall be upon recommendation of a member club or of the Director in the District in which the club is located and shall be sent to the State President. After approval of the Membership Committee and payment of annual dues for the first year, the club shall be a member;

(b) Annual dues shall be five dollars and fifty cents (\$5.50); four dollars and fifty cents (\$4.50) for the Louisiana Garden Club Federation and one dollar (\$1.00) to National Garden Clubs for each member of the club as of June 1, the beginning of the fiscal year, due and payable to the State Treasurer on April 1 and delinquent after June 1. Clubs in arrears shall not be eligible to apply for State or National Awards and clubs whose dues are not paid before the Annual Convention shall not be entitled to representation at the Convention. If dues are not paid by the end of the fiscal year, May 31, the club shall be dropped from membership in the Federation, thirty days (30) written notice having being given by the Treasurer. Garden Clubs becoming federated between November 1 and May 31 must pay half the annual dues of its members in order to be in good standing.