

# STEPS IN BECOMING A FEDERATED CLUB

**1. 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	Inactive					
II	Susan Finney	smbfinney01@gmail.com	504-722-8255	Mary Jacobs	Mary_gardens@att.net	504-259-6491
III	Babette Werner	babsvwerner@aol.com	337-258-6411	Roxanna Champagne	roxannachamp@cox.net	337-298-5099
IV	Inactive					
V	Nancy Love	nancy1.love@yahoo.com	817-907-1571	Lena Bateman	lbateman6332@gmail.com	318-757-6332 318-201-9960
VI	Donna Moran	dkmoran@msn.com	504-460-9651	n/a	n/a	n/a
VII	Ammy Taylor	leeammy@yahoo.com	337—349-2901	Linda Finley	lfinley4101@yahoo.com	337-477-5406
VIII	DD Lamartiniere	ddl394@att.net	318-359-5672	Yvette Hebert	ybear330@gmail.com	318-308-0020

The first phone number is a home number and the second is a cell. If only one phone number is listed, it is a cell phone number.

**2. Purchase a copy of the Louisiana Garden Club Federation, Inc. Handbook** before you begin the process. The handbook will guide you in setting up your club. Approximate cost \$15.00

The handbook may be obtained by contacting the **LGCF Ways and Means Chairman** Liz G. Hebert: (c) 337-349-3854; liz2163@bellsouth.net

### 3. Requirements

- Minimum of twelve (12) members 1<sup>st</sup> 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 2<sup>nd</sup> meeting.
- 2<sup>nd</sup> 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 Ruth Delhomme. For questions about dues contact LGCF Treasurer Ruth Delhomme. Her name and contact information are at the bottom of the dues form.

### \*State and National Payment of Dues

The following is an excerpt from the Bylaws of Louisiana Garden Club Federation, Inc.

## Article III – Membership

Section 1. (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 ten dollars (\$10.00); nine dollars (\$9.00) 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 been 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.