



## **LOUISIANA GARDENING CONSULTANTS COUNCIL**

*an affiliate of*

Louisiana Garden Club Federation, Inc.  
Deep South Garden Clubs, Inc. National Garden Clubs, Inc.

### **MEMBERSHIP HANDBOOK 2023-2025**

#### **NATIONAL GARDEN CLUBS, INC.**

Founded in 1929 [www.gardenclub.org](http://www.gardenclub.org)

President: Brenda Moore

Oak Hill, West Virginia

E-Mail:

[BMoore@gardenclub.org](mailto:BMoore@gardenclub.org)

Theme: NGC "GO GREEN - PLANT AMERICA"

#### **DEEP SOUTH GARDEN CLUBS, INC**

Regional Director: Debby Cooper

204 W. Park Avenue, Greenwood, MS 38930

662-299-8573 (C)

E-Mail: [coopcooper@aol.com](mailto:coopcooper@aol.com)

Theme: "Decorate the Deep South with Floral Accents"

#### **LOUISIANA GARDEN CLUB FEDERATION, INC.**

President: Patricia Ortalano

1104 Farrington Drive

Marrero, Louisiana 70072-3921

504-259-8536 (C)

E-Mail: [portalano3@gmail.com](mailto:portalano3@gmail.com)

Theme: "LOUISIANA GOES EMERALD – PLANT WILDFLOWERS"

## 2023-2025 LGCF GARDENING CONSULTANTS COUNCIL OFFICERS

---

President	Pam Langley
Vice-President	Susan Wilhelm
Recording Secretary	Margo Racca
Treasurer	Kyle Martin
Parliamentarian	Versa Dore'

## 2023-2025 LGCF GARDENING SCHOOLS CHAIRMAN

---

Roxanna Champagne

---

Gardening Consultants may refresh their certificates as often as every year and must refresh by the end of the 5th calendar year of the date following the last course or refresher event. Certificates expire at the end of the 5th calendar year from the date of the course or refresher event.

**Master** status is granted after the 4th refresher. The State GS Chairman will submit a Refresher Certificate Application requesting Master Consultant Certificates for those Consultants completing the requirements of their 4th refresher.

**Emeritus** status may be requested by a Master Consultant who is unable to participate as an active member. The Consultant should request this status through the State GS Chairman. The State GS Chairman recommends the Emeritus Status to the NGC GS Chairman using Emeritus Status Application Form.

**Course credit** may be held by a student for a period of seven (7) years. If the student fails to complete the four (4) courses successfully within this seven-year period, all credit is lost. Extension Applications may be submitted for consideration.

Consultant status is indicated in roster listing found in the online Directory. "C" denotes Consultant status. "M" denotes Master status. "P" denotes Provisional (students that have passed at least 2 courses) and "E" denotes Emeritus status.

# The Louisiana Gardening Consultants Council Bylaws

## ARTICLE I - NAME

The name of this organization shall be the Louisiana Gardening Consultants Council, an affiliate of the Louisiana Garden Club Federation, Inc., a member of the National Garden Clubs, Inc., and the Deep South Garden Clubs, Inc.

## ARTICLE II - OBJECT

To increase knowledge and stimulate interest in horticulture; to stay informed of advanced gardening techniques; to share this knowledge and promote interest in gardening by giving programs as requested; to promote Gardening School.

## ARTICLE III - MEMBERSHIP

### Section 1. Active Membership/Voting Membership:

a. Shall be open to members of State Garden Clubs who become Gardening Consultants by completing the four (4) Gardening School Courses of the National Garden Clubs, Inc.

b. Shall include Master Gardening Consultants. This designation shall be open to members who complete four (4) recorded refreshers

### Section 2. Inactive Membership/Non-voting Membership

a. Provisional Membership, not to exceed five (5) years. This designation shall be open to students of the Gardening School Courses who have passed two (2) courses.

b. Associate Membership shall be available to Consultants who are no longer able to continue active participation.

c. Emeritus Membership shall be granted to Master Consultants, who applied to the school chair who is the Second Vice-President of the Council. Members lose the privileges of holding office and voting.

Section 3. Honorary Membership may be accorded to an individual who has contributed distinguished service to the Council or has been honored for some outstanding achievement encompassing the aims of the Council.

### Section 4. Dues

Biennial dues shall be \$20.00 and payable at the annual Louisiana Garden Club Federation, Inc convention in the odd numbered years, but not later than May 31 of same year. The membership of the Gardening Council shall be classified as Active/Voting, Inactive/Non-voting and Honorary.

## ARTICLE IV - MEETINGS

Section 1. There shall be two meetings a year, as the schedule allows, coinciding with the Louisiana Garden Club Federation, Inc. Convention and the Summer Board meeting. Special meetings may be called by the President of the Gardening Consultants Council for the transaction of business and/or special programs. The quorum shall be fifteen members.

Section 2. The fiscal year shall be June 1<sup>st</sup> to May 31<sup>st</sup>.

## ARTICLE V - OFFICERS AND ELECTIONS

Section 1. Elected Officials: The elected officers of the Gardening Consultants Council shall be a President, Vice President, Recording Secretary, Treasurer, and Parliamentarian.

Section 2. Nominating Committee: At the annual convention meeting in the even numbered years, a Nominating Committee of three shall be appointed by the President with the approval of the Executive Committee. This Committee shall report at the Summer Board meeting in the even numbered years.

Section 3. Election: The officers of the Council shall be elected at the Summer Board meeting in the even numbered years. Nominations from the floor shall be allowed at the election meeting. If there is but one candidate for each office, they may be elected as a whole by majority vote. If there is more than one candidate for any office, each office must be elected separately and the member receiving the greatest number of votes shall be elected. The officers shall be installed and take office at the annual Louisiana Garden Club Federation, Inc. Convention in the odd numbered years and shall serve for a period of two years. Officers shall serve no more than two consecutive terms in any position, with the exception of the treasurer, who may serve successive terms. The officers may serve in the same position after a period of two or more years has passed.

Section 4. Notification: The Nominating Committee Chairman shall provide the name of the newly elected President of the Council to the President-Elect, and the Recording Secretary of the Louisiana Garden Club Federation, Inc., the *Newsletter* Editor of the Louisiana Garden Club Federation, Inc., and others as necessary.

Section 5. Vacancies: In the event of a vacancy, except in the office of President, the office shall be filled by appointment of the President with approval of the Executive Committee. If the office of President becomes vacant, the Vice-President shall become the President and shall appoint a Vice-President with approval of the Executive Committee.

#### ARTICLE VI – DUTIES OF OFFICERS

Section 1. President: Shall preside at all meetings of the Council and the Executive Committee. The President shall appoint all chairman deemed necessary to carry on the work of the Council. The President shall confer with the annual Convention Chairman and the Summer Board Chairman on meal events and programs.

Section 2. Vice-President: Shall be the Program Chairman, and in the absence of the President shall perform the duties of that office. The Vice-President shall confer with the President on programs for the annual Convention and the Summer Board meetings.

Section 3. Recording Secretary: Shall record and keep the minutes of all the Council and Executive Committee meetings, provide a copy for the President's file; record the members' attendance and status; prepare a roster of Active Gardening Consultants for the Directory Issue of the Newsletter. The Recording Secretary shall create a yearbook in the odd numbered years.

Section 4. Treasurer: Shall receive all monies, collect dues, pay all bills as approved by the President and confer with the Recording Secretary on the status of the members. The Treasurer shall send dues notices to members who are in arrears. At the conclusion of each term, the financial records shall be audited by a committee appointed by the President.

Section 5. Parliamentarian: Shall see that meetings are properly conducted according to *Robert's Rules of Order* (current revision). The Parliamentarian shall serve as the Chairman of the Bylaws Committee, which shall amend the Bylaws, if needed, before the end of each term.

#### ARTICLE VII - EXECUTIVE COMMITTEE

The Executive Committee shall consist of the elected officers, the appointed officer, the Chairman of the Gardening School and any appointed chairmen of the Council. The President shall call and preside at the Executive Committee meetings.

#### ARTICLE VIII - GARDENING STUDY SCHOOLS

Section 1. The Chairman of the Gardening School shall be appointed by the President of the Louisiana Garden Club Federation, Inc. and shall be a state chairman

Section 2. The Chairman of the Gardening School may appoint a Local School Chairman.

Section 3. The Chairman of the Gardening School shall appoint a School Treasurer who shall collect all monies and pay all expenses incurred by the schools. The Treasurer shall report to the Chairman of the School and the Gardening Consultants Council at the conclusion of each school. The Schools' Treasurer and the Chairman of the Gardening School shall be the bank account signatories.

#### ARTICLE IX - PARLIAMENTARY AUTHORITY

*Robert's Rules of Order* (current revision) shall govern the proceedings of this Council, unless they are inconsistent with these Bylaws and any special rules adopted by the Council. Meetings, in whole or in part, and voting on Council business and Council elections can be held through electronic transmissions or through electronic video screen communication.

#### ARTICLE X - AMENDMENTS

These Bylaws may be amended at any regular or special meeting of the Council by a two-thirds vote of those present and voting.

Amended April 17, 2007, Amended August 12, 2008, Amended April 23, 2009, Amended July 17, 2017, Amended July 16, 2018, Amended July 25, 2021