

**LOUISIANA LANDSCAPE DESIGN
CONSULTANTS COUNCIL**

Member Handbook

2017-2019

**Meetings and Programs are scheduled during the
Louisiana Garden Club Federation, Inc.
Annual Convention
and
Summer Board Meeting**

**LANDSCAPE DESIGN SCHOOL
(Refer to *LGCF Website* for dates)**

**Dues paying members of the
Louisiana Landscape Design Consultants Council
make the Landscape Grant,
the Neil Christopher/LLDCC Scholarship,
the Sara Gladney Landscape Design Award
and other projects of the Council possible.**



NATIONAL GARDEN CLUBS, INC.

President: Nancy L. Hargroves

135 Dover Creek Lane, Manakin Sabot, VA 23103-2532

inbleum@comcast.net

Landscape Design Chairman: Greg Pokorski

512 Newton Street, San Fernando, CA 91340-2421

gregpokorski@earthlink.net

Landscape Design Schools Accrediting Chairman: Alexis Slafer

6111 S. Kings Road, Los Angeles, CA 90056-1630

aslafer@ca.rr.com

DEEP SOUTH GARDEN CLUBS, INC.

Director: Ann McCormick

3071 Dumbarton Road, Memphis, TN 38128-5107

ann.mcc413@gmail.com

LOUISIANA GARDEN CLUB FEDERATION, INC.

President: Lena R. Bateman

199 Weecama Road, Ferriday, LA 71334-4510

lbateman6332@gmail.com

Landscape Design Consultants Council President:

Donna Moran

8015 Casey Court, Mandeville, LA 70448-7515

dkmoran@msn.com

Landscape Design School Chairman:

Clara Earl

PO Box 45504, Baton Rouge, LA 70895-4504

clarae2003@yahoo.com

**LOUISIANA LANDSCAPE DESIGN CONSULTANTS COUNCIL
OFFICERS
2017 - 2019**

President	Donna Moran
First Vice-President	Kyle Martin
Second Vice-President	Clara Earl
Recording Secretary	Sarah LeBlanc
Treasurer	JoAnn Pugh
Parliamentarian	Yvette Hebert

ORGANIZED - 1964 CONSTITUTION ADOPTED - 1968

PAST PRESIDENTS

Mrs. Frank Gladney	1965 - 1967
Mrs. Allen Lambard	1967 - 1969
Mrs. Wren Causey	1969 - 1971
Mrs. Wren Causey	1971 - 1973
Mrs. John McInnis	1973 - 1975
Mrs. John McInnis	1975 - 1977
Mrs. F. P. Bordelon	1977 - 1979
Mrs. Burton Smith	1979 - 1981
Mrs. Erwin Jordan	1981 - 1983
Mrs. Erwin Jordan	1983 - 1985
Mrs. Ira Nelson	1985 - 1987
Mrs. Chester Bond	1987 - 1989
Mrs. Chester Bond	1989 - 1991
Ms. Corine Roberie	1991 - 1993
Ms. Corine Roberie	1993 - 1995
Mrs. Neil Christopher	1995 - 1997
Ann Cooksey	1997 - 2001
Kaye Reilly	2001 - 2003
Carrie Martin	2003 - 2005
Debbie Corales	2005 - 2007
Linda Finley	2007 - 2009
Mary Jane Peters	2009 - 2011
Betty Foret	2011 - 2013
Sarah LeBlanc	2013 - 2015
Roxanna Champagne	2015 - 2017

CONSERVATION PLEDGE

I pledge to protect and conserve the natural resources of the planet Earth and promise to promote education so we may become caretakers of our air, water, forests, land and wildlife.

NATIVE PLANT LIST OF LOUISIANA

Please encourage their planting and growth.

1. *Acer barbatum*, *A. saccharum*, Sugar Maples; *A. rubrum*, Red Maple
2. *Asclepias perennis*, Shore Milkweed, *A. tuberosa*, Butterflyweed, *A. variegata*, White-flowered milkweed
3. *Callicarpa americana*, French Mulberry
4. *Campsis radicans*, Trumpet Creeper
5. *Chasmanthium latifolium*, River Oats
6. *Cornus drummondii*, Roughleaf Dogwood, *C. florida*, Flowering Dogwood, *C. foemina*, Swamp Dogwood
7. *Crataegus marshallii*, Parsley Hawthorn; *C. opaca*, Mayhaw
8. *Echinacea pallida*, Pale Coneflower; *E. purpurea*, Purple coneflower
9. *Erythrina herbacea*, Mamou
10. *Lonicera sempervirens*, Woodbine
11. *Halesia diptera*, Silverbell
12. *Hibiscus moscheutos*, *H. laevis*, Swamp Mallows
13. *Hydrangea quercifolia*, Oakleaf Hydrangea
14. *Hymenocallis liriosme*, Swamp Spider Lily
15. *Ilex decidua*, Possumhaw; *I. opaca*, American Holly; *I. vomitoria*, Yaupon
16. *Iris brevicaulis*, *I. fulva*, *I. gigantea*, *I. hexagona*, Louisiana Iris
17. *Liatris elegans*, *L. pycnostachya*, Gayfeather; *L. squarrosa*, Blazing Star
18. *Lobelia appendiculata*, Pale Lobelia; *L. cardinalis*, Cardinal Flower; *L. puberula*, Blue Lobelia
19. *Magnolia grandiflora*, Southern Magnolia; *M. macrophylla*, Big-leaf Magnolia; *M. virginiana*, Sweetbay Magnolia
20. *Penstemon digitalis*, *P. laxiflorus*, *P. tenuis*, Beardtongue
21. *Quercus alba*, White Oak; *Q. falcata*, Southern Red Oak; *Q. laurifolia*, Laurel Oak; *Q. lyrata*, Overcup Oak, *Q. marilandica*, Blackjack Oak; *Q. michauxii*, Cow Oak; *Q. nigra*, Water Oak; *Q. pagoda*, Cherrybark Oak; *Q. phellos*, Willow Oak; *Q. shumardii*, Shumard Oak; *Q. stellata*, Post Oak; *Q. virginiana*, Live Oak
22. *Sabal minor*, Palmetto
23. *Taxodium distichum*, Bald Cypress
24. *Thelypteris kunthii*, Southern Shield Fern
25. *Viola affinis*, *V. langloisii*, *V. palmata*, *V. sororia*, Purple violets; *V. pedata*, Bird's foot violet; *V. primulifolia*, White Violet

LOUISIANA LANDSCAPE DESIGN CONSULTANTS COUNCIL

LANDSCAPE PROJECT GRANT

The Louisiana Landscape Design Consultants Council will distribute a Project Grant to a club in a District of the Louisiana Garden Club Federation, by rotation, beginning with District VI in 1999. A sum of \$200.00 will be awarded for a worthy landscape project undertaken by a garden club in that District. Application for funds should be made to the Executive Committee of the Louisiana Landscape Design Consultants Council by the Summer Board Meeting of each year. The Executive Committee will review the applications and select the project deemed most worthy. If no project is deemed worthy, the Executive Committee reserves the right to issue no funds. The District rotation would then move to the next District in numerical order the following year.

Applications should be concise with a budget, landscape design, start and projected completion date, reasoning for the project, any other pertinent information and garden club involvement and sent to the Landscape Design Consultants Council President. Projects need not have been started in the application year, but must be at least partially completed, but need not be fully completed. If needed, the Executive Committee may call upon the services of an expert in the landscape design field for assistance in choosing the most worthy project. No fee will be paid for these services. The landscape project chosen to receive the funds will receive a letter to that effect and will be announced in the *Newsletter (on the website)* following the Summer Board Meeting. The funds will be issued by the Treasurer of the Louisiana Landscape Design Consultants Council within two weeks of the Summer Board Meeting.

Rotation: District VIII - 2017, District I – 2018, District II - 2019

NEIL CHRISTOPHER/LLDCC SCHOLARSHIP

Louisiana Landscape Design Consultants Council co-sponsors, along with former LLDCC President, Jo Ann Christopher, an annual \$500.00 scholarship to a student enrolled in the LSU Robert Reich School of Landscape Architecture. This scholarship is administered by the Louisiana Garden Club Federation Scholarship Committee and chosen upon recommendation by the School faculty.

SARA GLADNEY LANDSCAPE DESIGN AWARD #26

Louisiana Landscape Design Consultants Council sponsors this Louisiana Garden Club Federation award with a prize of \$25.00 annually. The purpose of this award is to recognize an LGCF Council, Club or member for a landscape project in a church yard or neighborhood park. Rules for application are on the LGCF website under "Awards".

CONSTITUTION AND BYLAWS
of the
LOUISIANA LANDSCAPE DESIGN CONSULTANTS COUNCIL

ARTICLE I - NAME

The name of this organization is Louisiana Landscape Design Consultants Council.

ARTICLE II - OBJECT

The object of this organization shall be:

1. To further the education of members, gardening groups and the general public in the field of Landscape Architecture;
2. To encourage members to serve on Civic Committees, Park and Zoning Boards, and Roadside Development groups;
3. To work in close cooperation with National Garden Clubs, Inc. and the Louisiana Garden Club Federation, Inc.
4. To promote Landscape Design School Courses and Refreshers.

ARTICLE III MEMBERSHIP

The membership of this organization shall be classified as Active, Inactive and Honorary.

Section 1. Active Membership / Voting Membership

- a. Shall be open to members of State Garden Clubs who become Accredited Landscape Design **Consultants** by completing the Landscape Design School Courses of the National Garden Clubs, Inc.
- b. Shall include **Master** Landscape Design 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 Landscape Design 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.

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.

ARTICLE IV - OFFICERS

Section 1. The Officers of this Council shall be President, First Vice President, Second Vice President, Recording Secretary, Treasurer, and Parliamentarian.

Section 2. All Officers shall be elected on even years at the Summer Board Meeting. Installation shall be held at the Annual Convention in uneven years. All terms of office shall be for two (2) years. No Officer shall be eligible for more than two (2) terms in the same office;

Section 3. All Officers shall be Nationally Accredited Landscape Design Consultants in active status.

Section 4. The President shall be authorized to appoint Officers in case of a vacancy. Appointees to serve until the time of the next regular meeting when an election shall be held.

ARTICLE V - DUTIES OF OFFICERS

The President shall preside at all meetings and appoint chairman of all Committees. The President shall be an ex-officio member of all committees except the Nominating Committee. The President shall perform all duties pertaining to the office and handle or delegate correspondence.

The First Vice President shall assist the President in the work of the Council and be prepared to assume her duties in the absence of the President. The First Vice President shall serve as Membership Chairman and shall edit the Handbook.

The Second Vice President shall assist the First Vice President and be on call and preside at meetings, if necessary. This officer shall be the Louisiana Garden Club Federation current Chairman of Landscape Design Schools and is appointed by the LGCF President.

The Recording Secretary shall accurately record the minutes of all meetings and keep the records pertaining to the office.

The Treasurer shall collect dues; notify members in arrears one (1) month prior to the Summer Board Meeting, pay bills presented and approved by the President. Receipts and disbursements shall also be recorded. The Treasurer shall maintain the membership roster of the Council.

The Parliamentarian shall have knowledge of Parliamentary Law and rule on questions, when requested. *Robert's Rules of Order, Newly Revised*, shall be the authority for this Council.

ARTICLE VI - EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of the Officers of the Council, Past Presidents, and the Chairmen of Committees;

Section 2. A quorum of the Executive Committee shall be four (4) present;

Section 3. Committee Chairmen shall be established as is necessary to carry on the work of the organization. The Chairmen shall be appointed by the President;

Section 4. Each Officer and Chairmen of Committees shall submit a written report at the Annual Meeting. Each Officer and Chairman shall turn over to their successor all records pertaining to the office at the expiration of their term.

ARTICLE VII - MEETINGS AND QUORUM

Section 1. An Annual Meeting shall be held at the time of the Annual Convention of the Louisiana Garden Club Federation;

Section 2. A Regular Meeting shall be held during the time of the Summer Board Meeting of the Louisiana Garden Club Federation;

Section 3. A Special Meeting may be called by the President if a need is indicated;

Section 4. A quorum shall consist of the members in attendance at a meeting stated, or properly called.

[Authority, *Robert's Rules of Order, Newly Revised.*]

ARTICLE VIII - NOMINATIONS AND ELECTIONS

Section 1. Nominations: There shall be a Nominating Committee composed of three (3) members appointed by the President and approved by the Executive Board at the time of the State Convention in the even year prior to the election of officers. This Committee shall submit, at the Summer Board Meeting of that year, nominations for Offices to be filled. Nominations may be made from the floor.

Section 2. Elections: Election of officers will take place at the Summer Board Meeting in even years. Those entitled to vote shall be all members who are active members in good standing. All elections shall be by ballot, and an individual is entitled to one (1) vote only. A majority of those present and voting shall constitute an election.

ARTICLE IX - DUES

Section 1. The fiscal year shall be from April 1 through March 31 of each year.

Section 2. Dues are payable from April 1 through June 1.

Section 3. Dues for Active Members shall be \$20.00 for two (2) years payable in the odd-numbered years at the annual Convention of the LGCF. Members whose dues are delinquent shall be notified one (1) month prior to the Summer Board Meeting and upon non-payment shall forfeit membership in the council.

Section 4. By majority vote of the Executive Committee, a member who has resigned in good standing may be reinstated upon payment of current dues, provided their Landscape Design Consultants Certificate has been kept up-to-date.

ARTICLE X - PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall be the Parliamentary Authority, if they do not conflict with the Bylaws of this organization.

ARTICLE XI - AMENDMENTS

Section 1. These bylaws may be amended at any annual Convention, Summer Board or Special Meeting by a two-thirds (2/3) vote of members present and voting, provided the proposed amendments shall have been presented in writing to each member two weeks prior to the meeting.

Section 2. Without such notice, the Bylaws may be amended at any meeting by a unanimous vote.

Amended	July 1992
	April 1996
	July 1996
	July 2013
	April 2016
	July 2016
	July 2017