

#16 E Yearbooks for Clubs/Councils of Judges or Consultants or

Club Name: \_\_\_\_\_ D. \_\_\_\_\_ Size. A. \_\_\_\_\_ Total Points \_\_\_\_\_

A. Single member garden club

- |                          |               |                 |
|--------------------------|---------------|-----------------|
| 1. Club under 20 members | 2. Club 20-29 | 3. Club 30-44   |
| 4. Club 45-69            | 5. Club 70-99 | 6. Club 100-299 |
| 7. Club 300 or more      |               |                 |

**FORMAT:** TOTAL of 100 points

**Book Structure:** Practical, durable, neat. Yearbooks may be stapled, spiral, or 3-ring binder.

Material should be well placed with ample margins and font size suitable for members to read.

2 pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Cover:** Include name of organization, state, year, and appealing design. If 3-ring binder is used,

substitute with paper cover and include required information listed above, and so note.

2 pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Title Page:** Include name of organization, number of members, affiliation including NGC, region, state, other..

3 pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Table of Contents:** Number the yearbook pages and list topics with respective page numbers.

3 pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Subsequent Pages:** In any order most useful and best fit for page placement.

**Organizational Information:** List Officers and Committee Chairmen (club affiliations optional).

10pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**National and Regional Information:** List name, address, and e-mail address of NGC President, Regional Director, and State President. List website of NGC, Region, and State.  
10pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Calendar of Events:** Include list of national, regional, and state conventions, schools, and special events.  
10pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Policies and Objectives:** Include policies and objectives of organization. (Bylaws, history are optional)..  
10pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Member Information:** Include membership roster with complete addresses, e-mail, telephone numbers. (Status, refresher dates, club affiliations optional).  
10pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Projects:** List projects as continuing or new, including name of chairman. State location and description of project, sponsored courses, donations.  
20pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Member Information:** Include membership roster with complete addresses, e-mail, telephone numbers. (Status, refresher dates, club affiliations optional).  
10pts.- \_\_\_\_pts.= \_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Projects:** List projects as continuing or new, including name of chairman. State location and description of project, sponsored courses, donations..

20pts.-\_\_\_\_pts.=\_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Meetings/Programs:** List meetings, include date, time and place of meeting. Give title of program, speaker with brief qualifications. Describe program as workshop, tour, panel, etc.

20pts.-\_\_\_\_pts.=\_\_\_\_pts.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL of 100 points - \_\_\_\_\_pts. = \_\_\_\_\_pts.

**Options:** (no points given)

Mission Statement

Former Presidents