

**THE GARDENERS OF AMERICA  
MEN'S GARDEN CLUBS OF AMERICA**

**OPERATING POLICIES**

**AND**

**CORPORATE ACTIONS**

**BY THE BOARD OF DIRECTORS**

**INCLUDING**

**APPROVED RESOLUTIONS**

**(01/09/2007)**

# CORPORATE ACTION IDENTIFICATION SYMBOLS

## ACTION IDENTIFIER (Example)

83NB2

YEAR = 83  
MEETING = N = November Board Meeting  
ACTION = B = Board Action  
SEQUENCE # = 2

## MEETINGS

C..... Convention  
N..... November Board Meeting

## ACTIONS

B..... Board Action  
D..... Delegate Action  
E..... Executive Board Policy  
M..... Member Action

90CE1	AAA TOUR OF ENGLAND: Proposal accepted by Executive Committee.	CANCELLED LACK OF PARTICIPATION
03NB1	AHS MEMBERSHIPS: By partnership with American Horticultural Society, full AHS memberships including The American Gardener magazine for all TGOA/MGCA members. Publication of Gardener Magazine to cease. Effective July 1, 2004	SUPERSEDED BY 05NB1
05NB1	AHS MEMBERSHIPS: AHS memberships to be optional, fees to be set by AHS, bills to members by AHS. Effective January 1, 2007	IN FORCE
99NB4	AUDIT, CORPORATE RECORDS: In view of the fact that the 1999 IRS Audit of TGOA/MGCA records found no major problems, the annual compilation report by Certified Public Accounting firm continues to be acceptable in lieu of a full audit.	IN FORCE
99NB1	AWARD, BEST REGION: Establish award for best affiliated region.	IN FORCE
99NB2	AWARD, CLUB PAST PRESIDENT: Make available for club purchase a standardized plaque with mounted gavel for presentation to outgoing club presidents.	IN FORCE
85CB1	AWARD, CLUB SPADEMANSHIP: TGOA/MGCA shall create a new award for the club in each region having the highest percentage of members sponsoring a new member each year. It will be called the Club Spademanship Award.	NOT IN FORCE
85CB3	AWARD, CREATIVITY: An award at the discretion of the Awards Committee, may be presented to any club that develops a new concept, activity, or project that helps contribute to the public image of TGOA/MGCA. This award, titled Creativity Award, to be presented at the TGOA/MGCA Convention. Emphasis is on creativity and more than one may be awarded per year (or none).	IN FORCE
93NE1	AWARD, DIRECTOR OF THE YEAR: Executive Board established time-table for "Self Evaluation" forms to directors in order to determine the Director of the Year. Report form to be mailed to all Directors on January 1 each year, with return deadline of January 31. Forms will be evaluated by the Executive Board and award will be presented at the next annual Convention	DISCONTINUED 1-1-1996
98NB1	AWARD, TROWEL: New award recognizing Spade Club members whose sponsored new members renew their membership for the first succeeding year.	IN FORCE
95NB1	AWARDS MANUAL: All awards combined into one manual, with new evaluation forms added. One new award was "invented", i.e. Spark Plug, which recognizes a first year member who has shown an outstanding level of club activity. Manual was distributed to: Executive Board; Directors; Past Presidents; Region Presidents; Affiliated Club Presidents; Affiliated Club Liaisons; National Committee Chairpersons; Awards Committee Members. Requests for additional copies will be billed at \$20.00 each.	SUPERSEDED BY 00CB2 WITH THE EXCEPTION OF SPARK PLUG AWARD
00CB1	AWARDS MANUAL: Separated into individual manuals for each category and eliminate evaluation sheets (for committee members only) to reduce production and mailing costs. No charge for manuals	IN FORCE

90NB1	AWARDS UPGRADES: The three major awards (Gold, Silver and Johnny Appleseed be upgraded to appropriate size.	IN FORCE
00CD1	AWARDS YOUTH GARDENING: Three additional awards approved for: Club Activity; Youth Gardening Chairman; Children's Gardens, plus certificates of appreciation.	IN FORCE
82NB3	BOND COVERAGE of all handling monies for TGOA/MGCA currently set at \$25,000.00 to be updated to \$100,000.00 immediately, pro-rated with a Discovers Loss Clause.	IN FORCE
93NB1	BOOTSTRAP PROGRAM: In order to increase members, First Vice President Reeve Davis outlined the Bootstrap Program for 1994, urging a 10% membership increase for the coming year.	IN FORCE
99CB3	BROCHURES: Discontinue charging affiliated clubs and regions for brochures designed to distribute to prospective new members.	IN FORCE
91CB1	BY-LAWS: Revised TGOA/MGCA By-laws approved.	IN FORCE
92CB2	BYLAWS: Revised By-laws to be re-written and presented at the Board meeting, November 1992. Revisions (grammatical) being made. Final approval to be made at the Convention in Akron, Ohio, July 1993.	COMPLETED
93CB1	BY-LAWS: Revised By-laws corrected and unanimously approved by the membership. To become effective November 1993.	IN FORCE
93NB2	BY-LAWS: Recommended By-laws changes approved. To be submitted to the membership for a vote. Ballots to be tallied and report given at the convention in Jackson, MS, March 1994.	IN FORCE
94CB1	BYLAWS: Four re-written articles were approved through a ballot vote. (Article 8, Section 1; Article 8, Section 4; Article 22/Amendment; #18, Section 1)	IN FORCE
97CB1	BYLAWS: Two re-written articles were approved through a ballot vote. (Article 8, Section 1; Article 18, Section 1)	IN FORCE
82NB1	CALENDAR: A TGOA/MGCA Calendar be published starting with 1982 to commemorate our 50th anniversary.	IN FORCE
85CB9	CLUB ORGANIZATION SUPPORT: TGOA/MGCA shall reimburse up to .25 cents per mile, anyone traveling to organize a Men's Garden Club specifically. Up to \$200.00 may be used per year by each of the TGOA/MGCA Regions. Reimbursement statements are to include a field report and be reported by the Region President to TGOA/MGCA, before payment will be made. Payment will be made to the region.	IN FORCE (Has not been requested)
83CD7	CONVENTION MINUTES: Resolve that the delegates at this 1983 Convention strongly urge all delegates and directors to accept personal responsibility for transmitting information about the actions of this convention to the local clubs, and be it further resolved that copies of the minutes of the delegate meetings be sent to each director and each local club president and region president at the earliest feasible date.	IN FORCE

83CD6	CONVENTION SUMMARY REPORT: Resolve that not less than two months prior to each delegate convention, a brief summary of the major items to be on the agenda will be furnished to each affiliated club.	DISCONTINUED
92CB1	CORPORATION NAMES: Men's Garden Clubs of America and The Gardeners of America, Inc. names switched between the two existing corporations.	IN FORCE
88CD1	DECADE FOR GROWING: A resolution, approved by the Board was presented to the delegates for action: The Men's Garden Clubs of America, affiliated clubs and region organizations assembled in convention hereby dedicate the years 1990 through 1999 as the "Decade for Growing" and commit ourselves and the organization under our leadership to increased efforts in promoting growth in all aspects of our horticultural involvement. Growing in number of members and clubs; in horticultural education; horticultural research and knowledge as well as in gardening enjoyment; community involvement and in technological applications.	COMPLETED
99NB3	DIRECTOR, ALTERNATE: Change Bylaws to allow affiliated regions to send a substitute when a TGOA/MGCA Director is unable to attend a meeting of the Board. Elected Director must still be replaced after having missed three consecutive meetings.	IN FORCE
05CM1	DUES, INCREASE: Increase annual single dues to \$30; \$40 for family memberships. Effective January 1, 2006.	SUPERSEDED BY 06CM1
06CM1	DUES, DECREASE: Decrease annual single dues to \$15; \$20 for family memberships. Effective January 1, 2007	IN FORCE
83NB3	DUES, HALF YEAR: Half year dues will be accepted after July 1, to carry through December 31 of the current year and such membership will apply only to first time new members.	IN FORCE
87CB1	DUES, INCREASE TO \$15: Annual dues for TGOA/MGCA be raised \$5.00, to \$15.00 annually beginning January 1988.	SUPERSEDED BY 00CM1
00CM1	DUES, INCREASE: Increase annual single dues to \$20; \$30 for family memberships. Effective January 1, 2001.	SUPERSEDED BY 05CM1
00CM1	DUES, LIFE MEMBERSHIPS: Dues to be a graduated scale based on age. Effective June 19, 2000. Age 60 and above \$200; Age 50 to 59 \$300; Age 49 and under \$400.	SUPERSEDED BY 03CM1
03CM1	DUES, LIFE MEMBERSHIP: All ages - \$200. Effective immediately	IN FORCE
91CB2	ENDOWMENT & INVESTMENT MANAGEMENT POLICY: Accepted for inclusion in the blue book.	IN FORCE
82CD1	FUND ACCOUNTING: As the directors are responsible for handling the monies of the organization, the Executive Committee is instructed to obtain regular financial reports from the TGOA/MGCA Calendar Fund, Gardening From The Heart Committee, Club Community Projects and Program Committee and the Endowment and Investment Committee and to present current reports on each of these funds at the next regular Director's meeting. (For E & I Committee; other funds maintained by TGOA/MGCA Staff)	IN FORCE

82NB2	FUND AUDIT: An audit of each outstanding project of TGOA/MGCA must be presented to the Board of Directors as of December 31, 1982, and each year there after, prior to the convention, of those committees holding monies using TGOA/MGCA approval, or a change of directors of each project is to be made. (For E & I Committee; other funds maintained by TGOA/MGCS Staff)	IN FORCE
83CD1	GARDENER: It was suggested and acted on that the following be pursued: Establish that the Executive Officers of TGOA/MGCA, not the editor, are to determine the editorial policy and content of the Gardener. Pursue change of editorship, if needed, along with the printer, with the understanding that the magazine is to be a 40 page edition only. (Executive Committee is editor. Size is currently 28 pages)	SUPERSEDED BY 03NB1 Gardener publication ceased after May/June 2004 issue.
91NB3	GARDENER CUT-OFF DATE: There is to be a cut-off date for mailing Gardeners to delinquent members as of thirty days after the 1st of January (per new by-laws).	SUPERSEDED BY 03NB1 Gardener publication ceased after May/June 2004 issue.
85CB6	GARDENING ADVANCEMENT FUND: That we establish an "Endowment Fund for the Growth of TGOA/MGCA." Earnings to be utilized for the promotion of new clubs, growth in membership, the promotion of gardening, gardening education, and projects that will develop excellence in gardening. The fund is to be managed separately by the E & I Committee and the expenditures monitored by the Executive Committee.	IN FORCE
92CB2	GIFTS, UNDESIGNATED: Board approved division of undesignated gifts, donations, or special bequests over \$5,000.00 be divided 50/50% between the E & I Fund and General Escrow account.	NULLIFIED BY BOARD ACTION 3/94
94CB2	GIFTS, UNDESIGNATED: Moved and seconded to rescind the motion of 6/12/92, Board of Directors Meeting, Fort Wayne, Indiana and transfer \$35,000.00 (held in Capital Reserves from George Mines) to the E & I Fund. Motion carried 20 to 7.	IN FORCE
97NE1	GROUP TAX EXEMPTION: Affiliated clubs and regions may request inclusion in TGOA/MGCA group tax exemption IRS 501(c)(3) as subordinate organizations.	IN FORCE
81CB1	HISTORIAN: The Executive Committee is to establish the office of historian, select a candidate to fill the office and include the annual sum of not less that \$15.00 per year for expenses of the office.	IN FORCE
98CB2	JUDGES, ACCEPT NCSGC TRAINING: TGOA/MGCA will accept training of judges under the auspices of the National Council of State Garden Clubs, Inc. as full requirements to become a TGOA/MGCA judge. Only the horticultural and ethics sessions, testing and show procedures apply.	IN FORCE
01CB1	JUNIOR MEMBERSHIP: Junior Membership, at \$5.00 per child per year, living at the same address as a family membership, as non-voting member, per bylaws, Article V, Section 2A. Effective January 1, 2002.	IN FORCE

95NB1	LEADERSHIP BULLETIN: Intended to inform and improve communication from headquarters to clubs and regions for a trial period of 2 years. Planning Committee Chairman will report results at the November 1996 Board Meeting. Determination of effectiveness will be made November 1997.	DISCONTINUED 1997
91CE1	LENDING LIBRARY: Policy for lending books has been written for inclusion in the Blue Book.	IN FORCE
84NB1	MEMBERS-AT-LARGE: The Member-at-Large membership is to be reported with the regions in all future membership reports.	IN FORCE
98CB3	MEMBERSHIP, 100% PARTICIPATION BY CLUB MEMBERS: The requirement that affiliated clubs must pay annual national dues for each of their members will be enforced.	IN FORCE
85CB7	MEMBERSHIP, CORPORATE: Corporate membership shall be granted upon the conditions provided by the Board of Directors. No such membership shall be entitled to the membership list. (Identical to bylaws "Commercial Membership")	IN FORCE
89CD1	MEMBERSHIP, FAMILY: Motion was passed that Family Memberships be set at \$25.00. This is two (2) people living at the same address.	SUPERSEDED BY 00CM1
94CE1	MEMBERSHIP PINS: Approval given to give each new national member a TGOA membership pin.	DISCONTINUED 1/1/1996
00CE1	MERCHANDISE: Both logos to be on all merchandise, with the exception of caps.	IN FORCE
98NE1	NAME: Delete "Inc." on stationary.	IN FORCE
03NB2	NEWSLETTER: TGOA/MGCA Newsletter to be mailed with the AHS American Gardener Magazine. Effective July 1, 2004	SUPERSEDED BY 06CB1
06CB1	NEWSLETTER: TGOA/MGCA Newsletter to be posted on the TGOA/MGCA website with copies to each club President and Editor. No other mail copies. Effective January 1, 2007	SUPERSEDED BY 06NB1
06NB1	NEWSLETTER: TGOA/MGCA Newsletter to be mailed to all members and posted on the TGOA/MGCA website. Effective January 1, 2007.	IN FORCE
83NB2	OFFICERS' TERM START: Stipulating that officers (National) take office immediately following their installation.	IN FORCE
99CE2	PINPOINT CONTRACT: Enter into cooperative agreement with Stanley Kovics, NY advertising executive, and partner in Pinpoint Marketing (PPM). PPM will procure and sell an advertising insert in one or more nationally circulated magazines with gardening editorial copy furnished by TGOA/MGCA.	CANCELLED BY PPM DEMISE

99CB1	PINPOINT CONTRACT, RENEGOTIATE: Due to PPM's demise, contract signed with Stanley Kovics, Inc. (SKI) on same terms and conditions as PPM.	CANCELLED BY SKI DEMISE
97NB1	PHOTO CONTEST, ENTRY DATE changed to a floating date not later than 120 days prior to convention.	IN FORCE
97NB2	PHOTO CONTEST, PRESENTATION, 5x7 PICTURES: In lieu of voice-over recognition in presentation, congratulate Blue Ribbon winners by having 5x7 photos mounted on a board with subject, competition category and photographer's name.	IN FORCE
99CB2	PHOTO CONTEST, SLIDE PROGRAM SALE: Study production and sale of the slide program of TGOA/MGCA Photo Contest winners including video version and computer monitor screen saver on CD.	UNDER STUDY
97NB3	REGIONS, CHANGE GEORGIA TO GEORGIA/FLORIDA: Add the Palm Beach Gardeners Club to the old Georgia Region to form new Georgia/Florida Region.	IN FORCE
97NB5	REGIONS, COMBINE WISC/NE ILL AND NO ILL/SO WISC INTO ILLINOIS-WISCONSIN.	IN FORCE
97NB4	REGIONS, MERGE NORTHSTAR INTO MID-AMERICA.	IN FORCE
85CB5	SCHOLARSHIPS: TGOA/MGCA will offer scholarships for the study of horticulture, and any of its related fields to graduate high school students, with the criteria for selection to be established by the Board of Directors. (Criteria established by Scholarship Committee)	IN FORCE
85CB1	SCHOLARSHIPS, FIVE @ \$1,000 EACH. Top five winners in annual scholarship competition are awarded \$1,000 each.	IN FORCE
95NB1	SEED TESTING PROGRAM: Committee formed and distribution of seeds anticipated for January 1996. Results to be published in The Gardener magazine.	DISCONTINUED 1999
89CB1	STANDING RULE 10: Motion was passed to print the amendment to SR10, as approved November 1987 by Board, in the Official Standing Rules of TGOA/MGCA.	IN FORCE
92NB1	STANDING RULE 15: Approval of Standing Rules as corrected/#15 on voting procedures.	IN FORCE
93NB3	STANDING RULE 15: Number 15 amended regarding voting procedures.	IN FORCE
86NB1	TALENT INVENTORY FOR COMMITTEE AND SPECIAL ASSIGNMENTS: An inventory of members' talents and garden interests be gathered and made available on the computer so we know the TGOA/MGCA membership.	NOT IMPLEMENTED



86NB2	THE GARDENERS OF AMERICA, INC: Officially incorporated in the state of Illinois, the name is secured for future use. Part of the funds requested by the Strategic Planning Committee in the 1988 budget will be used for further development of the organization. Membership, which will consist mostly of member-at-large memberships, will be \$15.00 annually. This is a separate and distinct organization away from MGCA. Discussion ensued on the purpose, etc. Motion made, and carried to proceed on the organization plans and by-laws for presentation at another time.	SUPERSEDED BY NEW BYLAWS
90NB2	VISITATION POLICY: Policy accepted for inclusion in the Blue Book. (for officers and directors)	IN FORCE
98NB4	VOTING, ACCLAMATION NO LONGER APPLIES: Repeal Standing Rule 11.	IN FORCE
98NB2	VOTING, BALLOT DISTRIBUTION AND RETURN: Change Bylaws Article 9, Section 2.	IN FORCE
98NB5	VOTING, BALLOT DISTRIBUTION AND TIMING: Change Standing Rule 14.	IN FORCE
02CB1	VOTING, BALLOT DISTRIBUTION Change Standing Rule 13 to read ballot distribution via newsletter beginning 2003	
99NB7	VOTING, DELEGATE: Change Bylaws to return to delegate voting at convention. Recommitted to bylaws committee.	IN PROCESS
98NB3	VOTING: Nominating Committee does not count ballots. Change Bylaws Article 10, Section 1d.	IN FORCE
91CB9	VOTING PROCEDURES: Per by-laws approved at the Board of Directors meeting, June 23, 1991, all dues paying members are entitled to vote on issues presented and requiring a ballot vote.	IN FORCE
99CE1	WEB SITE, SERVICING COMMITTEE: Establish committee to update web pages and respond to inquiries in lieu of staff involvement.	IN FORCE
83NB1	WOMEN AUXILIARIES: Any affiliated Men's Garden Club who wishes to do so, may establish a Women's Auxiliary, and make the appropriate rules therefore. (Except as limited by policy 88CB1)	SUPERSEDED BY 88CB1
88CB1	WOMEN, TGOA/MGCA TO ADMIT to full membership and to adjust the By-laws accordingly, with each club governing itself.	IN FORCE

Updates: 10/94

6/96

8/97

5/00

10/00

11/01

04/02

01/07

01/09/2007

Blue Book\Corporate Policies – Alpha UPDATE

