

# MEMBERSHIP GUIDELINES

These guidelines, along with the Club By-Laws, the Articles of Organization, and the Application Form in your handbook, outline what is expected of Provisional Members and Proposers, clarify meeting requirements, and show how existing members may change membership categories.

## **Provisional Members:**

1. We welcome new members. New members (other than those joining as Affiliates from other GCA clubs) spend their first year as Provisionals, allowing them time to learn about and become involved in Club activities.
2. Provisional candidates are expected to have a residence and maintain a garden in the vicinity of Buzzards Bay.
3. Provisionals are automatically placed on the Greenhouse Committee and one other committee determined by the President based on the Provisional Member's interests and Club needs. Provisionals are also expected to actively participate in major Club projects, such as flower shows and plant sales.
4. Provisionals are expected to attend greenhouse working sessions regularly as determined by the Membership Committee and attend at least four (4) member meetings per year. These are minimum requirements; new members should be aware that most Active Members are more extensively involved and find that deeper involvement leads to greater enjoyment of the Club.
5. Provisional Members are not eligible for Leaves of Absence or delayed starts of their membership.

## **Proposing Candidates:**

1. Active, Affiliate and Associate Members may propose candidates for Club membership.
2. The Proposer is expected to ensure that the candidate is known to a majority of the Membership Committee.
3. The Proposer is responsible for ensuring that the candidate is fully aware of what is expected of Provisional members and for helping the candidate become familiar with the GCBB and fulfilling Provisional requirements.
4. Candidates must be approved first by the Membership Committee and then by the Board of Directors.
5. After the candidate is accepted as a Provisional member, the Proposer is expected to work with the Vice President and a designated member of the Membership Committee to ensure that the new member is welcomed, informed of the Club's projects and committees, and encouraged to fully participate in Club activities during her/his first year.
6. The Provisional year runs from June 1-May 31 (in conjunction with the Club's dues schedule). Ideally, nominations for membership should be submitted by May 1<sup>st</sup>, although applications will be accepted through the summer.

7. Refusing an invitation to become a Provisional member does not preclude a subsequent proposal and consideration, although a new application package will be required. A candidate may be proposed up to three (3) times.

### **Changes in Member Status:**

1. Active Members who are qualified may switch categories upon written request to the Membership Committee and approval by the Board of Directors, space permitting.
2. Affiliate and Associate Members may switch to Active membership, on a priority basis, upon application and approval by the Membership Committee.
3. Members who resign in good standing may be readmitted as space permits upon notification and approval of the Membership Committee and Board of Directors.

### **Membership Categories:**

1. Active Members are expected to have a residence and maintain a garden in the vicinity of Buzzard Bay.
2. Active Members are expected to serve on at least two committees each year, one of which is a Heartbeat Committee, unless otherwise approved by the President.
3. An Active Member who is interested in taking a reduced role in the Club and has been a member with ten (10) years in good standing (including the Provisional year) may apply to the Membership Committee for Affiliate status. Affiliates are encouraged but not required to take an active role on committees and Club projects
4. Transfers from other GCA clubs join the Club as Affiliate Members.

### **Member Meetings:**

1. Active and Provisional Members are expected to attend at least four (4) meetings a year.
2. Working at the plant sale, a flower show or on a community project are considered Club projects and do not count as meeting attendance. Trips are not considered as regular meetings unless they are specifically noted as such.

### **Orientation:**

1. The Vice President and a designated member of the Membership Committee will orient new members (Provisionals and Affiliates) to the work of committees and Club special projects. They will encourage committee chairs to meet with new members, invite them to meetings, and work on projects. They also will make new members aware of the resources of the GCA, the advantages of using its website, and opportunities to participate on a zone and national level.
2. The Vice President and a designated member of the Membership Committee will appoint a mentor for each new Affiliate member who joins from another GCA club. The mentors will have the same responsibilities as Proposers (see Proposer Guidelines).