

Floral City Garden Club

Book of Information

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FCGC BOI [Book of Information]

Section A	By-Laws	Part 1
<u>ARTICLE 1</u>	<u>NAME:</u> The name of this organization shall be: “Floral City Garden Club”	
<u>ARTICLE 2</u>	<u>OBJECT:</u> The object of this organization shall be for the personal enjoyment and cultural advancement in Floral Arrangement, Home Gardening, and Protection and Conservation of Natural Resources.	
<u>ARTICLE 3</u>	<u>MEMBERSHIP:</u> No one shall be acceptable to Membership who does not promise to obey its laws and take an active part in the Club, except those requesting an in-active membership. Membership is confirmed after one meeting attended by the new member and upon payment of dues and receipt of a copy of the by-laws.	
<u>ARTICLE 4</u>	<u>DUES:</u> The annual club year shall be 1 June through 31 May. The annual all membership dues shall be \$5.00 more than the amount paid to FFGC. Dues for members joining between January 1 and May 31 will be prorated. Annual dues are payable January prior to the 1 June club year. A member will be dropped from the role when dues are not paid by the time the Treasurer sends Club dues to State in May. ACTIVE members are those who attend meetings and contribute to the activities of the club. IN-ACTIVE members are those who are unable to attend meetings and/or are unable to contribute to the activities of the club.	
<u>ARTICLE 5</u>	<u>MEETINGS:</u> Regular meetings of the Club shall be held on the SECOND FRIDAY of each month, except for the months of June, July and August. Meeting date may be changed by a two-thirds vote of the members. All regular meetings of the Club will be held at the Community Hall, Floral City, unless otherwise stated in the Program Yearbook. Guests may be invited to attend regular meetings. Meeting time shall be 1:00 PM unless otherwise stated in the Program Yearbook.	
<u>ARTICLE 6</u>	<u>OFFICERS:</u> Officers of this club shall be President, 1st Vice President, 2nd Vice President, Recording Secretary, Corresponding Secretary and Treasurer. Officers shall be elected every two (2) years and shall serve for a two (2) year Term. A Committee, appointed by the President at the end of the first year of the Administrative Term, shall nominate all officers. The new slate of Officers is to be presented at the December Meeting, and elected by two-thirds vote of active membership present at the January Meeting. Officers Elect shall be installed at the February Meeting or separate banquet, as determined by the board, and shall assume the full duty of their respective office at the close of the final (May) meeting of the year. <i>[See duties of Officers]</i>	
<u>ARTICLE 7</u>	<u>QUORUM:</u> A Quorum shall consist of a minimum of ten active members, two of whom must be elected officers.	
<u>ARTICLE 8</u>	<u>AMENDMENTS:</u> Amendments to the by-laws may be made at any regular meeting by a two-thirds vote of active members present. Proposed amendments are to be submitted to the Club one month prior to being voted on.	
<u>ARTICLE 9</u>	<u>UNEXPIRED TERM:</u> The President may fill the vacancy of any officer for the balance of the unexpired term.	
	Rev. 4 ~ November, 2004	



OBJECTIVES OF THE NATIONAL GARDEN CLUB, INC. (NGC)

FLORAL CITY GARDEN CLUB GOALS

Aid in the protection and conservation of natural resources



FCGC provides each new member with conservascaping and xeriscaping information distributed by the Cooperative Extension Service. Our Wildflower and Native Plants committee offers catalogs and support for members desiring to incorporate such plantings in their landscapes.



Suggestions and reminders for the three R's of recycling - Reduce, Reuse, Recycle - are included in the monthly gardening guides provided to members at each meeting. In addition, periodic programs present methods of various types of recycling.



The FCGC Junior Gardeners program encourages participants to think about and practice caring for our environment. Each year two or three Junior Gardeners receive scholarships from FCGC to attend Camp Wekiva.

Protect civic beauty



FCGC Members take pride in helping our town reflect its name working hard to keep the "floral" in Floral City through downtown roadside plantings, potted plants outside businesses, the Bird and Butterfly Garden along the bicycle trail, and the Memorial Garden outside the library.

Advance the fine art of landscape design



FCGC annually awards good landscape designs with a yard sign for the best Yards of the Year to encourage members and the public to explore and incorporate landscape design techniques in their gardening.

Advance the fine art of floral design



Membership involvement in preparation of floral designs for various functions and to display in the public library as well as the Standard Home Flower Show [held in the Spring of 2000] advances the understanding and education of members and the community about the art of floral design. On-going support of this goal is achieved through attendance at other local and state garden club flower shows.

Advance the study of Horticulture



In 2005 FCGC instituted a pre-meeting Horticulture Q&A period. This offers members and guests an opportunity to learn about specific plants and/or problems they encounter. In addition programs often focus on plant specific horticulture or more general information related to propagation, pruning, pest management, etc.

An annual scholarship is awarded to a high school senior or college student majoring in some aspect of horticulture.

Our Grow and Share program gives members/guests an opportunity to offer information along with cuttings, seeds, bulbs, tubers they bring for free exchange.



Advance the fine art of gardening

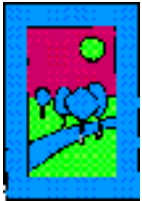
FCGC established and maintains 5 gardens [Birds and Butterfly Garden, Gateway Garden, Memorial Garden, Rose Garden and School Garden] for the enjoyment of the community and offer gardening related programs open to the public at our regular meetings as well as during our annual Plant Sale.

Encourage improvement of roadsides and parks










FCGC participates in the Adopt-a-Highway program for roadside clean up. We work with the county to maintain and replace trees in our town. We make donations to individuals and groups developing and/or improving parks and trails.

Cooperate with other organizations in the furtherance of these objectives through activities of our own club



Adopt-a-Highway project, Memorial Tree program, Junior Gardener program at Floral City Elementary, Heritage Council's Heritage Days in December, Memorial Garden at the Library, Bird & Butterfly Garden on the Withlacochee State Rails to Trails bicycle trail.

Town Center Project: To assist the FC Heritage Council, FCGC will provide volunteers to help landscape the new Town Center when plans and construction are finalized.

Section A	Duties & Responsibilities of Officers		Part 3
Executive Board			
<p>PRESIDENT</p> 	<p>Shall preside over all meetings and decide all parliamentary questions. Calls and leads Executive Board meetings as needed. Approves Payments of Treasury funds. Appoints all Special Committees. The President shall attend at least one District meeting per year. With Board input chooses yearbook theme. Assists committees as needed. Check minutes of meetings, committee reports, <i>The Florida Gardner</i> and the <i>National Gardner</i> for activities;</p>		
<p>1st VICE PRESIDENT</p> 	<p>Shall assume the duties of the President in the absence of the President. The 1st Vice President is Chairman of the Membership Committee and also has charge of appointing Hostesses & Greeters for each month of the coming year</p>		
<p>2nd VICE PRESIDENT</p> 	<p>Shall serve as Program Chairman, and be in charge of the yearbook. The Executive Board is to serve as her Committees for each month of the coming year.</p>		
<p>RECORDING SECRETARY</p> 	<p>Shall keep a roll of Club member attendance and minutes of each regular and board meeting. Maintains a copy of past and current minutes. All records are passed on to the incoming Recording secretary.</p>		
<p>CORRESPONDING SECRETARY</p> 	<p>Shall be responsible for all postal correspondence, letters of authorization, thank you notes or cards; birthday, get-well cards and etc., as directed by the president or Committee Chairman.</p>		
<p>TREASURER</p> 	<p>Shall keep a complete record and itemized account of all monies received and disbursed, and present a report at each meeting, or when deemed necessary by the President or Executive Board. Will maintain current and past Treasurers reports and pass them on to incoming Treasurer.</p>		
Other Members of the Board appointed by the President are:			
<p>CHAPLAIN</p> 	<p>Should present inspirational messages and/or offers prayers at all club functions as requested and coordinate activities related to procedures for honoring deceased members.</p>		

STANDING COMMITTEES: the President has appointed the following standing committees and as needed shall appoint others:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Awards 2. Birds & Butterfly 3. Civic & Community Development 4. Decorating Committee 5. Environmental Concerns 6. Gardens: Butterfly, Gateway, Memorial, Orange Avenue Spots & Pots, Rose, Rt.41/Orange Ave. Corner and School 7. Grow & Share 8. Historian & Photography Committee 9. Horticulture 10. Junior Gardeners & Youth Activities 11. Landscape Design & Yard of the Year Award 12. Library | <ol style="list-style-type: none"> 13. Legislation & Historic Preservation 14. Membership & Hospitality [Hostesses & Greeters]Programs 15. Publicity 16. Publishing 17. Roadside Beautification 18. Scholarship 19. Telephone 20. Trees 21. Ways & Means <ol style="list-style-type: none"> a. W&M Plant Sale Fundraiser b. W&M Secret Garden Tour 22. Website & Internet 23. Wildflowers & Native Plants 24. World Gardening 25. Yearbook & Programs |
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Section A	Duties & Responsibilities of Committee Chair	Part 4
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Committee Chairmen are members of the board and should:




1. attend all board and monthly club meetings and whenever possible district and state meetings and workshops.
2. advise the board of plans and activities, securing approval as necessary, following procedures requested by the board
3. set up current file of activities and reports ... file, study, use and dispense appropriate FFGC / NGC materials and purge outdated issues
4. prepare and present written reports on all projects
5. prepare and/or maintain a Position Procedures Manual [what you do and how] >>> give successor all materials related to chairmanship when/if you retire.




Awards Committee


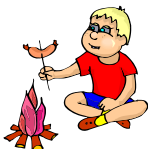









Is concerned with Garden Club and member recognition and awards. The Chairman should:





- Be knowledgeable concerning awards offered by NGC, Deep South and FFGC in the current *Book of Information*; be able to interpret rules, descriptions and point scores and be capable of advising members as to procedures, deadlines, new awards and award changes, and Coordinate FFGC Awards with National, Regional, State and local garden clubs;
- Secure desired applications from applicable Awards Chairman;
- Assist committee chairmen in preparing Books of Evidence;
- Send Books of Evidence to proper persons by required dates;
- Coordinate with the Publicity Committee appropriate recognition awards;
- Provide a list of awards to the 2nd VP for publication in the yearbook
- Coordinate club member award certificates:
 - Petal Power Award: obtain from the last recipient of the Petal Power Award the name of the next recipient to prepare a certificate for the next recipient for outstanding service or achievement;
 - Yard of the Year: prepare Yard of the Year award certificates as directed by the Landscape Committee.
- Maintain a list of workers and volunteers who helped out during the club year and present it to the president in April




<p>Civic & Community Development Committee</p> 	<p>May be involved with or, with club approval, sponsor any project which improves the community aesthetically or environmentally. The Chairman should:</p> <ul style="list-style-type: none"> • Create an awareness of the various aspects of civic development – conservation, roadside development, litter and pollution control, and incorporates this committee as needed in the planning and execution of projects; • Provide material for programs and/or workshops as requested; • Request publicity for achievements and awards. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p><i>* In 1961, NGC added this chairmanship to its roster. However, garden clubs at the local level have always assumed this responsibility.</i></p>
<p>COMMUNITY GARDENS</p>  	<p><u>a. Gateway Garden:</u></p> <ul style="list-style-type: none"> • The planting and upkeep of Gateway Gardens and enlists the assistance of other club members as needed. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p><u>b. Orange Avenue Spots & Pots:</u></p> <p>The Chairman is responsible for maintenance of all the potted plants and several garden spots between buildings, the corner garden on US 41 & E Orange Ave., and at the NW trail entrance.</p> <p><u>c. Memorial Garden:</u></p> <p>The Chairman is responsible for:</p> <ul style="list-style-type: none"> • The planting and upkeep of Memorial Gardens and enlists the assistance of other club members as needed. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April • The Book of Remembrance [kept at the FC Library] <ul style="list-style-type: none"> ○ Received honorarium donations ○ Coordinates the updating of pages in the book <p><u>d. Rose Garden:</u></p> <ul style="list-style-type: none"> • The planting and upkeep of Rose Garden and enlists the assistance of other club members as needed. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p><u>e. School Garden:</u></p> <ul style="list-style-type: none"> • The planting and upkeep of School Garden and enlists the assistance of other club members as needed. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p><u>e. State Trail Bird & Butterfly Garden:</u></p> <ul style="list-style-type: none"> • Maintain the Butterfly Garden on the Trail with native plants. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p>The Chairman should coordinate activities with the Audubon Society and other ornithological organizations and legislative and conservation committees. The Chairman should:</p> <ul style="list-style-type: none"> • Promote establishment of bird sanctuaries; • Create an awareness of need for butterfly conservation;




	<ul style="list-style-type: none"> • Encourage members to be knowledgeable of: <ul style="list-style-type: none"> • stages of butterfly and it's larvae; • nectar and larval plants needed to promote butterfly populations; • Inform membership of value of butterflies in plant pollination • Provide material for programs and/or workshops as requested • <i>*This committee was organized in 1933 by the National Council to provide members and public with an incentive to protect birds and promote their preservation as part of the conservation program.</i>
Environmental Concerns	<ul style="list-style-type: none"> • Notify members of new environmental matters that come up regarding roadways, waterways, etc. • Encourage and suggest different ways in which members can recycle. • Encourage conservation of water.
Grow & Share 	<p>This committee is responsible for plants donated by members to be shared and the chairman should:</p> <ul style="list-style-type: none"> • Schedule the months when grow and share will be held • Provide and prepare a table for grow & share using a plastic table cloth prior to each scheduled meeting • Encourage members to bring and label plants donated • Clean-up and dispose of or donate left over plants • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
Historian 	<p>The Historian should:</p> <ul style="list-style-type: none"> • Prepare and maintain a record [pictures and notes] of Garden Club happenings in a Scrapbook to be kept for posterity; • Check minutes of meetings, committee reports, <i>The Florida Gardner</i> and the <i>National Gardner</i> for activities; • Attend as many functions as possible – taking notes and pictures or ask an alternate to fill-in; • Prepare reports as directed; • Advise the internet coordinator of articles to be included on the web site. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
Horticulture Committee 	<p>This committee encompasses several facets: food gardens, hydroponics, indigenous plants, improved cultivators, indoor gardening, soils, propagation, the role of birds and insects, choice of plants for specific environments plus good landscape design, ornamental plants and trees. The Chairman should:</p> <ul style="list-style-type: none"> • Possess a knowledge of Florida horticulture • Schedule and conduct a Q&A session prior to each meeting scheduled • Stress horticulture perfection at Flower Shows and horticultural exhibits; • Encourage membership in plant societies; cooperate with related FFGC committees and local horticultural agencies. • Informs membership of local and near-by gardening events. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
Junior Gardeners & Youth	<p>This is the oldest of all youth groups. It was adopted by FFGC in 1931 and by NGC in 1931. It is designed for children from kindergarten through the 6th grade. Both Intermediate and Junior Gardner units must be sponsored by a federated garden club</p>




<p>Activities Committee</p>  	<p>and may be combined with other groups within the specified age group. The Chairman should:</p> <ul style="list-style-type: none"> • Teach Junior Gardeners and incorporate FFGC objectives such as birds, gardening, flower arranging, litter control, field trips and conservation. • Urge Junior Gardeners to present a program to the Garden Club on what they've done; • Coordinate with the Horticulture Committee, Tree Committee, Wildflower and Native Plant Committee on programs related to school ground beautification. • Establish and coordinate the activities of the Wekiva Youth Camp Sub-Committee • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April • Wekiva Youth Camp Sub-Committee: FFGC's Wekiva Youth Camp, located in Wekiva Springs State Park, was developed as a cooperative effort by FFGC and the Florida Department of Natural Resources, Division of Parks & Recreation. Schedule includes six weeks each summer for boys and girls who have completed grades 3 through 8. Programs are oriented toward nature studies, but include crafts, swimming and other sports. <ul style="list-style-type: none"> • Selects campers from the Junior Gardeners who have actively participated during the year. Gets registrations, scholarships, etc., from FFGC Chairman.
<p>Landscape Design & Yard Of The Year Award Committee</p> 	<p>Incorporates the facets of the Horticulture Committee into designing the home landscape. In addition, the committee shall select the winners from among those nominated by club members for the Yard of the Year award[s] as determined by the committee:</p> <p>The Chairman should:</p> <ul style="list-style-type: none"> • Be knowledgeable regarding basic landscape design concepts that are environmentally sound, esthetically pleasing and promote resource conservation principles; • Promote the use of landscape design principles among members and in community parks and other public sites. • Presides over the Yard of the Year Awards <ul style="list-style-type: none"> • Solicits nominations • Selects a judging committee • Presents signs and certificates to awardees • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>Legislation & Historic Preservation Committee</p> 	<p>The Chairman should:</p> <ul style="list-style-type: none"> • Determine with the club, possible sites for preservation; • Urge clubs and circles to contribute to community projects; • Provide information and/or procedures for registering historic projects as required. • Study issues which threaten the environment and alert the membership; • Keep abreast of the proposed legislation; • Provide membership with information concerning these proposals; • Urge members to inform legislators on matters vital to aims and objectives of the Federation. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p><i>*1976 – America's bicentennial year – marked the beginning of this committee</i></p>

	<i>concerned with the preservation of historic landmarks. Garden club members aid in the preservation of the flora and fauna relative to those areas.</i>
Library Committee 	<p>Is concerned with expanding the gardening knowledge of the membership through available resources. The Chairman should:</p> <ul style="list-style-type: none"> • Prepare, publish and maintain a list of available gardening related literature publications, books and other resources [including but not limited to gardening and landscape software for PC's] from club members, the public library, the Florida Cooperative Extension Service and Web Sites that are available to club members; • Coordinate and track the loaning and returning of literature, books or other resources between club members; • Store and maintain books donated to or purchased by the Garden Club; • Research answers to questions asked by officers or other members related to Garden Club owned/stored books. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
Membership & Hospitality Committee 	<p>Is chaired by the 1st Vice President and is concerned with the growth of established clubs and circles and organization of new ones. The Chairman should:</p> <ul style="list-style-type: none"> • Promote membership increases by clarifying FFGC policies and encouraging better understanding of the advantages and services available through FFGC membership; <ul style="list-style-type: none"> • Schedule greeters for club gatherings to welcome guests and members; • Welcome and introduce guests and new members to the membership; • Make follow-up calls to guests and new members to answer any questions they have; • Maintain and update the membership check-in list • Provide name badges as needed, • Suggest use of FFGC Bylaws, the <i>Book of Information</i>, <i>The Florida Gardner</i> and <i>The National Gardner</i>. • Record all additions, resignations and/or non-renewals of club members. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April for the Awards Banquet in May
Photography Committee 	<p>The Photographer should:</p> <ul style="list-style-type: none"> • Bring or secure use of a camera to take pictures of every club function. • Take pictures of new members for inclusion in the Membership Directory. • Provide pictures to the Historian, Webmaster and Publicity Chairman. <p>Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April</p>
Publicity Committee 	<p>Is concerned with club recognition. The Chairman is responsible for</p> <ul style="list-style-type: none"> • Preparing and coordinating the publication of articles concerning club activities or events in local newspapers and <i>The Florida Gardner Magazine</i>. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
Publishing Committee 	<p>The publishing committee was formed in 2005 to assist the board [officers and committee chair] with its publishing needs:</p> <ul style="list-style-type: none"> • yearbook updates including but not limited to the club calendar and membership directory • Yard of the Year Award certificates

	<ul style="list-style-type: none"> • Member ID Badges • FFGC Membership Cards • Signs for special events [i.e., plant sale] • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>Roadside Beautification</p> 	<p>The Chairman should:</p> <ul style="list-style-type: none"> • Promote cleanup and beautification campaigns; • Encourage preservation of native plant materials; • Strive for pesticide and billboard control; • Cooperate with state and local officials -- including, but not limited to Litter Control, Reclamation and Recycling Legislation; • Keep abreast of legislation governing any related issues, coordinate activities with other committees: Landscape Design, Wildflowers and Native Plants. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April <p><i>* A part of NGC since 1929 is concerned with activities relating to improvement of conditions along roadsides. It is closely allied to Pollution and Litter Control [in FCGC, it includes the Adopt a Highway Program] and thus <u>all club members are part of this committee</u>. In 1974, the addition of Operation Wildflower to the NGC Board gave a new dimension to its scope of activities.</i></p>
<p>Scholarship Committee</p> 	<p>This committee was established in 2003. The Chairman should:</p> <ul style="list-style-type: none"> • Solicit and review applications for the FCGC Scholarship to award to a high school senior or college student majoring in some aspect of horticulture. • Award Camp Wekiva Scholarships to two Junior Gardeners with good attendance who demonstrated outstanding conduct, cooperation and enthusiasm at meetings throughout the year. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>Telephone Committee</p> 	<p>Advises members of club needs and/or unpublicized events when their attendance or help is needed. The Chairman should:</p> <ul style="list-style-type: none"> • Assign non-email members to an email member as a telephone buddy and maintain an updated Email/Phone buddy list. • Assign committee members to cover email buddy's vacation or other absence by calling their telephone buddy as needed. • Investigate bounced email problems • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>Tree Committee</p> 	<p>The tree committee emphasizes the importance of trees to our existence and to the environment theme ["Protect, plant and preserve for overall conservation"]. The Chairman should:</p> <ul style="list-style-type: none"> • Encourage tree planting; • Urge observance of Arbor Day [adopted in 1932 by NGC as an annual event -- Florida Arbor Day is the 3rd Friday in January]; • Cooperate with State Department of Forestry; • Coordinate activities with related committees – Civic Development, Conservation, Landscape Design, school ground improvement through Junior Gardeners. • Maintain a list of committee members and volunteers who worked for this

	committee and provide it to the Awards Chairman by April
<p>Ways & Means Committee</p> 	<p>Is concerned with building and replenishing the club treasury funds. The Chairman should:</p> <ul style="list-style-type: none"> • Come up with money making ideas and be responsible for all fund raising programs including the monthly raffle; • Be responsible for the Ways & Means Table: <ul style="list-style-type: none"> • Order items to sell, • Set-up for meetings and other designated events. • Report to the Treasurer all funds received totaled by category: raffle, ways & means table, plant sale or other fund-raising project. • Provide items for gifts to guests and new members. • Coordinate with Horticulture to establish a sub-committee for the Annual Plant Sale • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
	<ul style="list-style-type: none"> • <u>W&M Fundraiser: Plant Sale [annual]:</u> are concerned with making plants available for club fund raising events coordinated with the Ways & Means Committee. The Chairman should: <ul style="list-style-type: none"> • Solicit volunteer committee members to coordinate the selection, purchasing and delivery of plants from wholesale nurseries to the plant sale location; • Coordinate the delivery and tagging plants to be sold. • Is responsible for the removal and subsequent sale or donation of any unsold plants. • Home Grown Plants: <ul style="list-style-type: none"> • Urge club members to propagate plants in a timely manner, so they are sufficiently rooted in time to donate clean, healthy plants • make available to club members any needed pots and/or soil for this purpose • coordinate official inspection of donated plants • coordinate tagging and pricing of donated plants • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
	<p><u>W&M Fundraiser Secret Garden Tour [biennial]:</u> This committee was established December 2004 as a bi-annual fund raising event. The Chairman should:</p> <ul style="list-style-type: none"> • Select outstanding gardens located within Floral City to take part in the tour • Coordinate through volunteers, host/hostesses to assist in each garden • Coordinate printing programs, maps and tickets • Coordinate the sale of tickets and submission of funds with the Treasurer • Arrange for directions to participating gardens and placement of road signs • Secure artists to exhibit work at each selected garden • Coordinate work with related committees, including but not limited to: Publicity, Webmaster, Helping Hands and Ways & Means • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>Webmaster</p>	<p>Is concerned with developing and maintaining a FCGC Website www.FloralCityGardenClub.com with current information and events. The Chairman should:</p> <ul style="list-style-type: none"> • Receive and/or clear potential web site news and information with the

	<p>appropriate committee or board member.</p> <ul style="list-style-type: none"> • The website shall contain current information [updated as needed]: <ul style="list-style-type: none"> • A current club calendar • A list of current Officers and Committee Chair [contacts] • A list of planned, completed and ongoing projects • A list of goals and objectives • Paid and Free advertisers [if applicable] • A grow and share section • A Membership Application Form • A Camp Wekiva Application • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p><u>Wildflowers & Native Plants Committee</u></p> 	<p>This committee provides information on wildflowers and native plants with emphasis on preservation. The Chairman should:</p> <ul style="list-style-type: none"> • Be alert to infringements upon boundaries of preserved areas; • Keep abreast of legislation; • Publicize endangered and invasive plant lists; • Plan programs to aid in preservation; • Cooperate with related committees – Civic & Community Development, Conservation and Roadside Beautification & Environmental Concerns. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>World Gardening Committee</p> 	<p>Was created by NGC in 1959 to establish friendship through gardening and the cultivation of plants for food. The Chairman should:</p> <ul style="list-style-type: none"> • Promote contributions to foundations whose programs further, by means of gardening and related activities, improvement to health, education and economic welfare of underprivileged areas • Provide club with information and materials relative to these institutions • Direct procedures for giving aid. • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April

<p>Yearbook & Program Committee</p> 	<p>The 2nd Vice President and is responsible for scheduling and coordinating all programs during the 2 year term in office. All other committee Chairmen serve as members of this committee.</p> <p>The yearbook is updated with input from officers and committee Chairmen and is published annually by the 2nd Vice President.</p> <ul style="list-style-type: none"> • Maintain a list of committee members and volunteers who worked for this committee and provide it to the Awards Chairman by April
<p>Special Committees</p>	
<p>Flower Show Committee</p> 	<p>The Chairman should:</p> <ul style="list-style-type: none"> • Be knowledgeable of Flower Show procedures; • Attend FFGC sponsored Flower Show training programs when possible; • Hold workshops for membership participation; coordinate activities related to the preparation for and presentation of a Flower Show, and • Promote attendance at local flower shows.
<p>Nominating Committee</p> 	<p>The Nominating Committee is appointed every other year in accordance with the by-laws and is responsible for securing nominations from the current membership for the positions of President, 1st Vice President, 2nd Vice President, Recording Secretary, Corresponding Secretary and Treasurer.</p>

GREETERS: Greeters are assigned each year based as much as possible on the results of the survey. If you are unable to complete your assignment, it is your responsibility to find a replacement ... you may ask someone to trade their assigned month with yours or ask an unassigned member to fill in for you. Please notify the Head Greeter of the new assignment.

You have an important job and are very much appreciated for volunteering to be a greeter to make the members [especially the new ones] and guests feel welcome--- remember to smile and just be your friendly self.

Before the meeting: Arrive early and set up the Greeter table [1st table to the left inside the main door. Retrieve the MEMBERSHIP BOX from the storage room that contains:

- Nametags
- Pen or pencil & marking pen
- Membership & Guest Attendance Sheet
- Membership Applications
- Yearbooks: Each member [or couple] receives 1 update per year. New members are given a new Yearbook.
- Nametags: arrange nametags in alphabetical order.
 - Members: Help each member find their nametags when they arrive and ask them to drop them off as they leave.
 - Guests: give them a sticky tag and ask them to print their name on it.
- Member Attendance Sheet:
 - Check members off as they arrive in the appropriate column next to their name. Make sure you check off your name[s] and all who arrived before you.
- Guest Attendance Sheet: Ask guests to enter their name, address, phone number and email [if applicable] on the guest attendance sheet.
 - If they have a name you're not sure how to pronounce, please ask them to say it so we can introduce them during the meeting.
 - Before the meeting begins, obtain a guest gift from the Ways & Means attendant for each guest. Give the list of guests and their gifts to the Membership Chairman [1st Vice President] for the meeting.

Before the meeting:

- Give a list of new members and/or guests to the 1st Vice President to welcome

After the meeting:

- Give the Corresponding Secretary a list of names and addresses of the guests so she can send them a welcome card [and membership application if they live in the area].
- Give a list of the absentees to the Membership Chairman so she can follow-up to see if there are any members needing get well cards or helping hands volunteers.

THANK YOU FOR YOUR HELP!!!

- *Hostess jobs are assigned to 3 members per meeting. We do attempt to rotate this job among all the members and make the assignments each year based as much as possible on the results of the annual survey. If you are unable to fulfill this assignment, it is your responsibility to find a replacement ... you may ask someone to trade their month with or ask an unassigned member to fill in for you. Please notify the membership chairman who will be taking your place.*
- *Being a hostess is not meant to be a financial burden on anyone and reimbursement is available ... simply fill out the Request for Reimbursement form in the back of your yearbook, attach your receipt[s] and submit it to the Treasurer. Thank you for volunteering to be a hostess ... your services are very much appreciated by all of us.*








Before the meeting:




- Give yourself enough time ... the building will be open at 11:30 AM and set-up should be completed by 12:00PM.
- What you need to bring:
 - Cookies and Snacks of your choice. January is the month we celebrate our annual birthday party so a Birthday cake or cup cakes would be appropriate.
- What the club provides:
 - Plates, Cups, Napkins, Cream, Sugar, Plastic-ware and a Trash Bag ... these are located in a couple of boxes marked "KITCHEN" in the storage bin on the 2nd shelf.
 - When any of these supplies are depleted, please notify the 1st Vice President / Membership Chairman to replenish it/them.
- Set-up:
 - Make coffee & tea
 - Place the napkins, plates, plastic-ware
 - Place the refreshments in the middle.
 - Arrange drinks and cups or glasses at the end of the counter or on the small table by the drinking fountain.

After the Meeting:

- Clean-up ... we are required to leave the kitchen the way we found it:
 - Store unused cups, plates, napkins, plastic-ware, cream and sugar back in cardboard box and return them to the storage room.
 - Sweep the floor [broom and dust pan are located in the restroom hall]
- Dump the trash bag in the dumpster located between the FCCB and library. The key for the dumpster is located behind the inside kitchen door. Leave another plastic bag in the trash can
- Notify the 1st Vice President of any supplies that are running low and need to be replenished.
- If the tips were insufficient and you still need reimbursement, submit your request for reimbursement to the Treasurer with your receipts.

THANK YOU FOR YOUR HELP!!!

Section A	Procedures for Periodic Events		Part 7
<p>Birthday Party</p> 	<p>The Birthday Party to collectively celebrate the birthdays of all members' is held annually in January. Hostesses for that month provide a birthday cake for refreshments, and members donate \$.01 for each year of their age.</p>		
<p>Christmas Party</p> 	<p>The Christmas Party is held at the regular business meeting during the month of December. Each member [or guest if they wish to participate] brings a plant for the gift exchange. The plants are assigned numbers and members draw a number that coincides with the gift they are to receive when their table is called.</p>		
<p>Community Building Use Guidelines</p> 	<ol style="list-style-type: none"> 1. Keys: the President and 1st Vice President have keys for 1 lock on the building door. The Lyons Club must be called in advance to open the 2nd lock on the door. 2. Tables and chairs may be moved [by lifting only -- please don't drag them]. All must be return to their original position after use. Clean kitchen, tables and the floor as needed before leaving. Dump the trash and place a new trash bag. 3. A/C, Heat & Lights: Temperature is preset to prescribed setting, please do not change it. Turn off ALL lights before leaving the building. Light switches are located inside the front door on the left. 		
<p>Community Gardens</p> 	<p>Several times a year, members may be asked to water, replant, weed and trim plants in the Butterfly and Memorial Gardens. The Butterfly Garden is located at the South East corner of the entry way to the Withlacoochee State Trail on E. Orange Avenue. The Memorial Garden is located between the Floral City Library and the Lions Club.</p>		
<p>Grow & Share Table</p> 	<p>This is a free exchange of plants, plant cuttings, seeds, bulbs, tubers or rhizomes. Bring your gardens excess to share with others ... At the end of the meeting, the bounty is shared by all at no charge. It is most helpful if you will <u>tag</u> your donations with your name and what you know about the plant ... its name and how you grow it. This will help further our knowledge of horticulture.</p>		
<p>Email / Phone Buddy System & the Telephone Committee</p> 	<p>We really count heavily email buddies to read club notices promptly, contact your telephone buddy if you have one and reply as necessary ... for both of you unless she/he is out of town. This is a vital function of our club ... we are counting on you to make it work. Please keep your phone or email buddy and/or the telephone committee [as necessary] informed about absences so notifications can be completed in a timely manner.</p>		
<p>Email Notifications</p> 	<p>FCGC depends heavily on email as a primary means of communication, distribution of Minutes, photographs and other and notifications. Those who don't have email will be assigned a phone buddy who does have email. In order to reduce the number of "lost" email, be sure to include FCGC on your subject line and use TO: Floral City Garden Club Members and Your Phone Buddy [if they</p>		

	<p>are also to be notified]: on the first line of your email. When you reply to an email, it is very helpful if you will format your email so that it includes the original email below your reply.</p> <p>Optional Email: FCGC maintains a list of those who would like to receive optional email [jokes & things, prayer requests and political action]. If you would like to be included on any of these mailing lists, please send your request to the club president.</p>
<p>Email Sign-up Sheets</p> 	<p>From time to time it is necessary to request that volunteers sign up for a special project via email. It is recommended that all sign-up sheets emailed to the membership request that the email buddy reply for their phone buddy. If you need a sign-up sheet distributed and don't have email, please contact our Internet Liaison to create and distribute it for you. Also see email instructions above.</p>
<p>Library Floral Arrangement</p>	<p>FCGC members volunteer to create an arrangement using dried & silk flowers for a monthly or seasonal display in the Floral City Library. The creator of the arrangement may also include a “Created by: {your name}” card. The arrangement should be made prior to our regular meeting date, place it in the library before the meeting, pick up the previous arrangement and bring it back to the meeting. If you would like to create an arrangement please notify the club president.</p>
<p>Raffle</p> 	<p>Ways & Means will provide a plant, arrangement, or garden related item for the monthly raffle. Tickets for the raffle may be purchased from W&M table upon arrival at each meeting or at the break. Money raised is used to pay for the item raffles and for the general fund.</p>
<p>FCGC AWARDS PRESENTED TO MEMBERS</p>	
<p>Petal Power Award</p> 	<p>The Petal Power Award is also a rotating award created by Marie Jones. This is presented to any member, chosen by the previous recipient, for outstanding service. The award is kept for a month and then the person who received it chooses the following recipient.</p>
<p>Awards Banquet</p>	<p>The Awards Banquet is held in May of each year for the purpose of recognizing all the hard work of our Officers, Committee Chair, Committee Members, and volunteers who labored throughout the year to achieve our goals and complete our projects.</p>
<p>Life Membership Award</p>	<p>Criteria:</p> <ul style="list-style-type: none"> • Served as an officer • Served as a standing committee chairman • May have served as an event chairman • May have served at District and or State level as office, committee chairman, member of a committee. • Contributes to the work of club projects or may contribute financially if unable to serve on work groups, such as Adopt-a-hwy, plant sale, gardens and etc. • Has sustained active participation and membership for a minimum of 5 years.

Section A	Procedures for Honoring Deceased Members	Part 8
<p>PROCEDURES: It will be understood that when a funeral or service is held locally, Club activities will be approved by the family either directly or through the funeral home.</p>		
<p>ACTIVE/INACTIVE (current) member in good standing:</p> <ol style="list-style-type: none"> 1. Their name will be placed in Memorial Book on a full “In Memory Of” page noting date of birth and death and years of membership along with membership status: active, inactive, life member. 2. If a funeral/memorial service is held locally, Garden Club members attending the service will: <ol style="list-style-type: none"> a. Sign the register as a club member b. Sit together c. If approved, have the Garden Club’s “Floral Watercolor” placed with the other flower arrangements for viewing during the service and picked up at a later time. d. If appropriate, the Club’s “Flower Procession” will be used. This will consist of Club members going into the service as a group and individually placing a flower in the designated vase, then sitting together. Upon completion of the service, the flowers will remain unless there will be a graveside service. Each member will remove a flower from the vase and take them to the graveside and placed on the casket at the end of the grave service. e. If desired by the family, the Club Chaplain or other member will read/recite a garden poem or prose at the service on behalf of the Club. 		
<p>PAST CHARTER MEMBER who served actively for a lengthy period of time but who due to illness or other extenuating reasons was unable to hold current membership:</p> <ol style="list-style-type: none"> 1. Honored with a separate “In Memory of” page in the Memorial Book 2. If funeral/memorial service is held locally, Club members attending service will sign register as a Club member and: <ol style="list-style-type: none"> a. Club members will sit together. b. The Club’s framed watercolor may be used by the funeral home, if appropriate. c. If appropriate, the Club’s “Flower Procession” may be used. 3. A Certificate will be given to next-of-kin noting inclusion of deceased in Memorial Book and that donation is accepted in memory of the deceased. 		
<p>PAST MEMBER of the Club: A certificate will be sent to next of kin informing them that the name of past member will be placed in the Memorial Book on a page containing the names of other past members.</p>		
<p>SPOUSE / PARENT / SIBLING / CHILD of a current member: the club member will be sent a certificate of notification. The name of the member’s loved one will be placed in the Memorial Book on a page designated for this purpose and that memorials will be accepted and recorded in the Memorial Book.</p> <ol style="list-style-type: none"> 1. Club members attending the service will sign the register as a Club member. 2. Club members will sit together at the service. 3. If appropriate, for active spouses of a club member, the Club’s framed watercolor may be placed at the service. The “Flower Procession” may be used for a spouse who was active in the Club. 		
<p>MEMORIAL BOOK PAGES: There are three categories of pages for the Memorial Book:</p>		

1. "In Memory of": full page is used for donations of \$100.00 or more in memory of a deceased individual and a multiple listing page for donations of less than \$100.00
2. "In Honor of": full page is used for donations of \$100.00 or more to honor a living individual and the multiple listing page for donations of less than \$100.00.
3. "A Special Gift": full page is used for general donations for the Garden of \$100.00 or more and the multiple listing pages for donations of less than \$100.00.

CATEGORIES:

1. Active/inactive member in good standing.
2. Past member who was a charter member or who served the club well for a long time.
3. Past member of club.
4. Spouse, parent, sibling, child, of a current member

BACKGROUND: The Floral City Community Memorial Garden was established in 1993 and dedicated in 1996 for the initial purpose of honoring deceased Garden Club members. The purpose soon expanded to include honoring all members of the Floral City Community and their loved ones.



Adopt-A-Highway:

1989: we adopted a 2 mile stretch of highway 48 as a club project during Citrus County's Project Pride. Throughout the year, three or four highway clean-up days are held ... members and others in the community participate.

**Club Library:**

2002: In keeping with National, State and Local Garden Club goals to advance education in the fields of horticulture, landscape design, gardening and we constructed a library book case, painted by Carol Dyer, and filled with books, videos and brochures donated by members and organizations.

Community Gardens: FCGC has created many gardens and currently maintains five [5] throughout the year:

Memorial Gardens & Labyrinth:

1956: a 5-year plan to landscape library grounds was adopted, but became an ongoing project. 1993: it became the Memorial Garden. 1995: the labyrinth was completed, hand-made stepping stones were added, as well as benches and birdbath and dedicated it to the community on October 27, 1996. 2000: plants damaged during a building-repainting project were replaced, new benches were installed and a new sidewalk replaced the stepping stones. 2002: a sign was placed in the arbor.

Memorial Garden Renovation Completion

In 2009 we saw the completion of the new Floral City Town Center and Library. In conjunction with these changes, the Memorial Garden has been completely redesigned and landscaped.



In conjunction with the Memorial Garden, a Book of Remembrance is maintained in the Public Library ... For a fee, anyone can have the name[s] of Floral City loved ones placed into the book.

Gateway Garden & Sign 2003: We assisted in the sign lay-out design and created the garden that surrounds the "Historic Floral City" gateway sign. The artwork was donated by Jo Quackenbush, H.D. & Lynn Bassett donated the lettering and Frank & Phyllis Peters donated the plants. Michael Harnden planted the trees. The Floral City Heritage Council worked with the county to have the sign created.



October 18, 2003

The dedication ceremony: Camp E-Nini-Hassee sang "America The Beautiful", The Green Team sang "God Bless America", Benediction by Rev. Greg Wood, Minister, Floral City United Methodist Church. Other participants: Commissioner Josh Wooten, Ossie & Marcia Beasley, Michael Harnden, Frank Peters, Project Chair Larry Liverman, Jo Quackenbush, Thelma Noble, Fred Daniels, Commander, American Legion Post #225, Rev. Michael Thompson, First Baptist Church of Floral City, Joe Hughes, Commander, Honor Guard, VFW Post #7122.

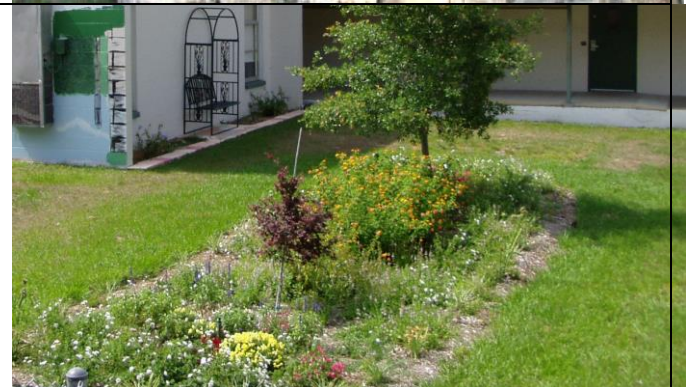


School Bird & Butterfly Garden: 1999: Junior Gardeners helped install the first Butterfly Garden **School Beautification Project**

Phase I: The Garden.

2003-2003: volunteers from Camp E-Nini-Hassee helped us enlarge the flower bed.

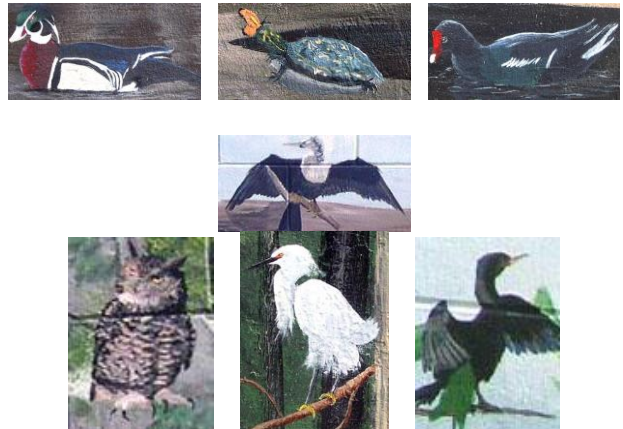
2004: additional shrub and tree plantings, a seating area and stepping stone path were added.



School Beautification Project

Phase II: The Mural 2003-2005: A large educational mural depicting native plants, wildflowers, birds and animals conceived by President, Cathi Ayers, designed by Jo Quackenbush, and painted by FCGC volunteers [Artistic contributors included: Cathi

Ayers, Bette Ayers, Marcia Beasley, Pam Bellman, Jeanne Henson, Patsy Neel, Sheila O'Dell, Jo Quackenbush, and Bobbie Schoss]. Bellman Painting furnished paint and supplies. A brochure depicting each critter [Great Blue Heron, Egret, Cormorant, Anhinga, Snowy Egret, Alligator, Shan hill Crane, Screech Owl, Wood Duck, Slider Turtle, Julia Butterfly, Bald Eagle and Red-tail Hawk] and each plant [Live Oak, Bald Cypress, Mimosa, Swamp Rose, Marsh Mallow, Pickerel Weed, White Water Lily, Sky Blue Lupine, Swamp Marigold, was created and presented to the school as a teaching aid for students.



School Beautification Project

2006 Junior Gardeners with the assistance of our Trees Committee Chairman, Michael Harnden, Certified Arborist, planted 2 trees in front of the Floral City Elementary School.



State Trail Bird & Butterfly Garden

2001: We created a bird & butterfly garden on the south entrance to the State Trail off E. Orange Avenue.

2006: this garden was awarded a citation by the Keep Citrus Beautiful Organization.



State Trail Rose Garden 2004 we received the rose garden to maintain from the Friends of the Garden Club in January.

Other Community Gardens:
Community Gardens: Post Office Beautification Project: In 1989 FCGC members planted flowering plants and shrubs at the Floral City Post Office. In 1990, on 20th anniversary of Earth Day, FCGC members replanted the gardens and continued to maintain them until 1997 when the P.O. assumed responsibility.

Community Gardens: Community Building Beautification Project: FCGC members planted flowers and hedges in front of the Floral City Community Building and maintained them from 1991 until 1998 when the Lions Club assumed responsibility.

Community Gardens: Corner Flower Garden Project: 1998: We created a garden at the corner of Old Floral City Rd. & CR 48. 2009 the Corner Flower Garden was completely renovated by placing a stone wall around the outer perimeter and new plantings.

Community Gardens:
Withlacoochee Trail State Park Beautification Project at Jeanette Gazebo

Site: 1997: In April, for Floral City Heritage Council's Gazebo Project, FCGC members, assisted by a few volunteers from Heritage Council, planted 18 trees [10-65 gal size], 25 vines and 10 shrubs [all native] along the Withlacoochee Trail State Park.

Community Gardens: Plant the Town Project: 1999: For Make-A-Difference Day: We participated in a community-wide project digging new gardens, making planters and planting plants to put "floral" back into Floral City. The gardens at the corner of Old Floral City Rd. & Orange Avenue was restored, new gardens were created at the Lighthouse, the Shamrock and under the Old Oak Tree between the Masonic Lodge and Memorial Gardens.

Decorate the Town --

Our Gift to the Town

1981 We made decorations and adorned the community building for Christmas. Later we made wreaths and placed them on the oak trees and gazebo.

2005: We purchased new giant red bows to decorate the Avenue of Oaks

2008 Additional giant red bows were donated by the Heritage Council and we them placed on both sides of the oaks and they are now visible while approaching the avenue from either direction.



Decorate the Town: Giant Christmas Card:

2003: the club logo was painted on half of a folding 4' x 8' piece of plywood to create a giant Christmas card and donated to the club by Jo Quackenbush for holiday display ... the right side of the card was left blank so it can also be changed as needed to use as a sign for special events such as the Plant Sale or Secret Garden Tour.



Fundraisers: A necessary function of the club is to raise money not only for its own expenses, but also for donations to worthy organizations such as Camp E-Nini-Hassee, The Nature Conservancy, The Audubon Society, for scholarships to students seeking higher education in the field of botany or horticulture, to send Junior Gardeners to Camp Wekiva and to purchase Arbor Trees each year which are donated to the community. We currently conduct two regular fundraisers:

Flower Shows:

1960 1st Flower Show: "In the Beginning"
1961 2nd Flower Show & Bazaar @ Citrus County Fair; 1962 3rd Flower Show; 1963 4th Flower Show; 1964 5th Flower Show: "Beauty is Where You Find it"; 1965 6th Flower Show; 1966 7th Flower Show; 1968 8th Flower Show: "At Home With Lola"

Garden Tea & Arts & Crafts Fair:

1999-2001 Monthly floral arrangement workshops, taught by Marcia Beasley & Marie Jones, included instructions on how to grow specimen plants and put on a flower show. The Standard Home Flower Show with Garden Tea & Art Fair using the theme "A Peek At Our Past" was held at the Historic Jont Knight home owned by Dave & Pam Bellman. Musicians Pete Hennings and Pete Price provided entertainment. Guests Artists and Crafters displayed their work. Marie Jones created a Recipe Book of old fashioned desserts and prepared quantities of each for refreshment.



"A Peek at Our Past"



Dottie Shaefer, right, visiting from Delaware, enjoys tea and music with her mother-in-law, Grace Shaefer, Inverness, Saturday at the flower show and garden fair in Floral City. Musicians Pete Price, left background, and Pete Hennings provided entertainment for the event. The event continues from 1 to 4 p.m. today at the Historic Jont Knight House, 8219 E. Orange Ave. in Floral City.

Annual Plant Sale: Each year, usually in the spring, FCGC hosts a plant sale for the community. Often organizations set up display booths and guest speakers are scheduled throughout the day to teach the community about Florida gardening topics [individual plant species, garden pest/weed control, proper pruning and fertilization techniques].



Secret Garden Tour: The first Secret Garden Tour with Art and Artist at each home and Luncheon with Music at the Floral City Community Building was held October, 2003 ... we ran out of food. In 2006 the club voted to hold this fund raiser every other year. The public is invited to come on a Secret Garden Tour to view the gardens of approximately 7 homes featuring guest Artists displaying their work at each of the homes. The second Secret Garden Tour was held in September, 2006, and visitors were treated to free bottles of water and a club fan. The third Secret Garden Tour was held in October 2008, and visitors were treated with lemonade and a variety of home made cookies baked by our members



Pontilla: 2001: Our first Pontoon Flotilla was held as an aquatic educational resource for the community as well as a fundraiser.

2002 & 2003 Additional "Pontillas" were held.



Heritage Days: we have supported Heritage Council's Heritage Days Since its inception in December 1992. Each year we assist in lighting luminaries, dress in period costumes and Hostess the Tour of Homes in various historic homes throughout the city. Some years members bake cakes and cookies for the cakewalk and/or cookie sale to raise funds for the club and to make a donation to the Heritage Council.



HOST:

Florida Federation of Garden Clubs District

V Meeting Host: In 1963 the Floral Garden Club first hosted the FFGC [Florida Federation of Garden Clubs] District 5 meeting and the theme was "Beauty is Where Your Find It".

In 2004, we again hosted the Spring FFGC District V Meeting ... the theme was "A May Day Celebration". In excess of 80 Delegates and guests representing clubs located within Dixie, Gilchrist, Bradford, Alachua, Citrus, Levy, and Marion counties attended. The girls from Camp E-Nini Hassee helped prepare and serve lunch to guests.



Library Arrangement:

1970: we adopted the project of creating dried flower arrangements, made by volunteer members, for community enjoyment to display on a monthly rotation basis in the Floral City public library.



SCHOLARSHIPS

High School Student~

2001: We support education in the fields of botany, agriculture, horticulture and conservation, and established a scholarship fund awarded annually to a Citrus County student planning to major in one of these fields.

2006: it was named the **Marie Jones Scholarship Award.** In 2005 and 2006 enough money was collected to grant two scholarship awards and in 2008 and 2009 three scholarships were awarded.



Scholarship Award: Junior

Gardeners Camp Wekiva: 1982: We sponsored 2 children to go to Camp Wekiva.

1988: We began a Junior Gardeners after school group to teach children to appreciate and cultivate our natural resources as well as a practical appreciation of gardening techniques. Each year a Junior Gardener or two are selected based on their participation, with parents' approval, to



attend FFGC's Camp Wekiva.
2006: the name **Dorothy Clark Camp Wekiva Scholarship Award** was given in honor of the president who offered the first scholarship to Junior Gardeners.

TREES

Trees: Arbor Day, Memorial Tree

Campaign: Floral City is widely known for its "Avenue of Oaks", a half-mile long stretch of century old live oak trees, originally planted in 1884, the historic district along Orange Avenue. In order to preserve this heritage of our community, the FC Heritage Council had each existing tree carefully evaluated by Certified Arborist, Michael Harnden in 2001-2002. Arbor Day: FCGC using Arbor Day to replace trees, which have been lost due to disease or storms over the years. Individuals and community businesses will be given opportunity to purchase a sizeable tree in honor or in memory of a designated person or organization. Each year FCGC members join together for the Arbor Day celebration to purchase, for the community, a native tree[s] and plant it on the Withlacoochee State Rails to Trail bicycle path, as replacement trees along the Avenue of Oaks or maintain the trees already planted by the Club.



Freedom Trees & Parade

2003 In recognition of National Garden Club's Freedom Tree Program, FCGC purchased 2 large live oak trees which were planted by Michael Harnden, Certified Arborist, and Frank Peters assisted by the Junior Gardeners. In celebration of Arbor Day and as a Memorial Tribute to 9/11, FCGC sponsored the Freedom Tree Dedication with Floral City's first ever parade assisted by the Floral City Heritage Council



FREEDOM TREES DEDICATION

ON
FLORIDA'S ARBOR DAY
A
MEMORIAL TO THE EVENT OF
9/11/01
A
TRIBUTE TO THOSE WHO DEDICATE
THEIR LIFE FOR OUR SAFETY

A COMMUNITY-WIDE EVENT
ON
SATURDAY, JANUARY 18, 2003
AT 11:00 A.M.
LOCATION:
AROOSTOOK WAY
IN
FLORAL CITY'S OLD,
ORIGINAL PART OF TOWN

SPONSOR: FLORAL CITY GARDEN CLUB

FCGC Past Presidents

1956 - 1958	Ruth Blankenship
1958 - 1959	Grace Keckman
1960 - 1961	Edith Linz
1962 – 1963	Mrs. M. W. Tam
1963 – 1964	Mrs. J. T. [Stella] Love
1964 – 1967	Marie Morris
1967 – 1968	Flora Ballard
1969 – 1970	Sara Upp
1970 - 1973	Lola Fox
1973 – 1975	Marie Morris
1975 – 1979	Eleanor Bonifield
1979 - 1981	Marie Morris
1981 - 1985	Margo Crockett
1985 – 1987	Barbara Littlefield
1987 – 1989	Dorothy Clark
1989 - 1991	Mary Prichard
1991 – 1993	Dorothy Clark
1993 – 1995	Mary Prichard
1995 – 1997	Marcia Beasley
1997 – 1999	Peggy Pattillo
1999 - 2001	Marie Jones
2001 – 2003	Cathi Ayers
2003 – 2007	Jo Quackenbush
2007 – 2009	Kathy Davis

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GARDEN CLUB OFFICERS — Floral City Garden Club officers for the 1975-76 season are pictured above at a recent meeting. Seated from left to right are Iceal Rich, first vice president; Eleanor Bonnifield, president; and Marie Morris, second vice president. Standing, same order, are Florence Kotraba, historian; Margaret Danielson, corresponding secretary; Lydia Steeves, chaplain; and Maggie White, recording secretary. [CPS Staff Photo]

In Retrospect

[Republished from the 25th Anniversary Edition, 1982]

The first meeting of the Floral Garden Club was held in October of 1956. Ruth Blankenship was elected president that year with a roll of 15 members. The year books were hand written then. The project adopted was a 5 year plan to landscape the Library grounds. By 1958 the enrollment increased to 18, and sponsored by Mrs. G. T. Smith of Ocala, our club became a member of the Florida Federations of Garden Clubs. Ways and Means projects were the sale of Christmas Arrangements and a Whist Party. Edith Linz took over the presidency in 1959 and a Junior Garden Club was formed. The first flower show under club sponsorship was held May 21, 1960 and the "Theme" was "In the Beginning". In 1961 the membership had grown to 28 members who participated in a Bazaar and Flower Show at the Citrus County Fair in March. In April a Flower Show was held at the Floral City Community Building on the 21st and 22nd. April of 1962 with 35 members now on the roll the third Flower Show was sponsored, landscaping the Library grounds became an ongoing project. Stella Love became president and a fourth Flower Show was held in March of 1963. Floral arrangements were made and furnished to the Citrus Memorial Hospital. Lydia Steeves and Elva Jones joined the club and Garden Club Calendars were \$1.25. In April of 1963 the Florida Federation of Garden Clubs, District 5 meeting was hosted by the Floral Garden Club. The theme "Beauty is Where You Find It" was adopted for the fifth Flower Show, held on April 17th and 18th in 1964. Mrs. Ivan [Marie] Morris became president in the spring of that year. Under her leadership, the sixth and seventh Flower Shows were held. Members entered 6 dried arrangements in the Sumter County Fair in November 1967 and all won ribbons. Edna Johnson joined the club, the first Chaplain was appointed. Saluting the Flag became a part of each meeting. Flora Ballard was elected president for the 1967-1968 year and the Tenth Anniversary of our Federation was celebrated. On March 18, 1968 the eighth Flower Show was held at the home of Lola Fox and the Theme was "At Home with Lola". Sara Upp

served as president in 1969 and 1970. Community Beautification became the club project. A home of the month was selected for a citation as incentive and our club now boasted 53 members. The ninth Flower Show was held on December 12, 1969 at the home of Clara Walters. Arbor Day 1970 was celebrated by planting 5 cedar trees between the library and Masonic building in Floral City. Doris Sawyer was appointed chairman of a committee whose function was to place an arrangement of flowers each month in the Library for the enjoyment of the community. At the December 1970 meeting a Gavel was presented to the president, a gift from Aline Pyle. A Bazaar and Style Show was held in March of 1971. Bernice Johansen, Margaret Danielson, Vera Patterson Miller and Willa Strauss joined our club in 1972. In May of 1973 Lola Fox turned the gavel over to Marie Morris who was elected to serve as president for the next 2 years. The Florida Federation of Garden Clubs Award in Class 6 Corsages was won by our club in 1974 for entries by Vera Patterson Miller and Marie Morris. A Grow and Share Day was sponsored on March 22, 1975. The people came to ask questions and select from among the free plants offered by club members. The project was offered as an incentive to beautify their property and community in carrying out the presidents theme of working, learning and sharing. 1976 was the Bi-Centennial year. A Flag pole was installed in front of the Community Building. April of that year brought us two awards in the Environmental Poster Contest—a Deep South First Place to Florence Katraba and a National First Place to Eleanor Bonifield. Among our other laurels for the year was a Citation from World Gardening for our participation in Care. In December we held a Tour of Homes: the library, the United Methodist Church and 4 homes were decorated with Christmas Theme. Margaret McLeod and Leila White became new members. Arbor day was celebrated on February 21, 1977 by planting 4 Arbor-Vitae at the Community Building. In 1978 we were asked to adopt the project of landscaping the entrance to the new Floral Park. We donated to the American Land Trust and became members of the Nature Conservancy. Our list of books donated to the Library in honor of deceased members and husbands continues to grow and covers a variety of subjects on Gardening as well as Trees, Birds and Conservation. 1979 brought us honors with a first place prize in the 4th of July Parade. President Marie Morris opened our first meeting in October of 1979 and our guest was Lori Lynn Sumlin who we sponsored to camp Wekiva that summer. Learning about Herbs was a part of each meeting. Work on the Park Entrance Landscaping in preparation for the dedication ceremonies, trimming and planting of the Community Building grounds and preparation for our May 16th Flower Sow at the home of Margo Crockett kept us quite busy during the next two years which ended with the election of new officers. October of 1981 was our first meeting with Margo Crockett, our new 2-year president, presiding. Workshops for the year included making new Christmas decorations for the Community Building, lessons on using dried material, starting seeds and preparing our spot for a wildflower garden at the park. We joined the Audubon Society and learned more about conservation. A course in Flower Arranging was given by Eleanor Bonifield, Marie Morris, Frances Simpson and Marie Jones with the proceeds donated to the treasure. The course consisted of 5 lessons and 25 garden club members participated. A State Life Membership was presented to Eleanor Bonifield as part of a “This is Your Life” program at the December meeting. Two Certificates of Appreciation were presented to Marie Morris and Lydia Steeves for their years of service to the club. As we enter our 25th year, our membership is 58 and we continue to grow that we might live better.

We have been and continue to be active and involved in community improvement ... for the next 25 years and beyond, see the Projects List on the club website [www.floralcitygardenclub.com] or in the BOI section of the Yearbook.

A Gardener's Prayer [1978]

Almighty God, who in the beginning did plant a garden, as the Master Gardener of us all, I thank Thee today for the sunshine of Thy love making me warmer and kinder toward others. For the refreshing raindrops of Thy mercy without which there is no hope: for the cool breezes of Thy peace gently releasing all care: for tying up my drooping spirits with the firmness of Thy promises; for pruning closely the offshoot of my arrogance; for feeding me daily with the proper mixture of self-assurance and humility. Weed from my heart misunderstandings, restrain my judgments, cultivate my mind with noble thoughts, that I in due season be chosen for use in Thy Perfect

arrangement. In Jesus Name I pray. Amen.

GARDEN CLUB COMMANDMENTS 1963-1976

1. *Thou shalt not be late*
 2. *Thou shalt come prepared to give thy opinion*
 3. *Thou shalt pay thy dues promptly*
 4. *Thou shalt not take offense of thy fellow members*
 5. *Thou shalt assist in beautifying thy community*
 6. *Thou shalt find a substitute if thou canst do thy work*
 7. *Thou shalt pay special attention to new members and guests*
 8. *Thou shalt wear or bring a flower*
 9. *Thou shalt protect Birds, Trees, Shrubs and Wild Flowers*
 10. *Thou shalt take an active interest in the study of Horticulture.*
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Floral Garden Club [changed to Floral City Garden Club sometime after 1991]

- F Floral Design, Foliage, Flower Show
- L Landscaping
- O Organic Gardening
- R Roadside Beautification
- A Accomplishments, culture, skills
- L Liberating the imagination – Listen to the Land

- G Garden Therapy – Penal
- A Awareness – Appreciation
- R Realize Potential – Restore – Improve
- D Dominance in Design – Develop understanding and appreciation of our natural world – Dedication
- E Educational – Environment – Evaluating
- N Natural Resources – Nature Studies – “Nature Conservancy Projects”

- C Camp Wekiva – Challenge our Creativity
- L Litter: “Keep Florida Glitter Clean”
- U Understanding Gardening Principles
- B Botanical Gardening – Butterflies “Beautiful Flowers of the Air”

ANNUAL MEMBERSHIP SURVEY

Your Club: Help us make it what you want it to be by completing this form and turning it in at the April Meeting.

NAME: _____ DATE: _____

1. List topics you would like to learn more about:

2. List a place you would like to go on a field trip:

3. List a workshop or class you would like to attend:

4. List a project you think the Garden Club should adopt:

5. Please indicate which month[s] you would be willing to serve as Hostess next year:

6. Please indicate which month[s] will you would be willing to serve as Greeter next year:

7. What Committee[s] would you like to serve on?

8. Any there comments or suggestions you would like the Board to consider implementing next year? [Need more room? Please use the back.]

Please complete this section of the form by April of the Even year [2006, 2008, 2010]

Pre-Election Year Survey

1. Nominating Committee? ___ Yes ___ No

Please indicate if you would serve on the Nominating Committee.

2. Officer? ___ Yes ___ No

Please indicate if you would agree to be nominated for a position as Club Officer. If yes, please indicate what position. [Descriptions of each position are located in your yearbook]

Office:

___ President

___ 1st Vice President

___ 2nd Vice President

___ Treasurer

___ Recording Secretary

___ Corresponding Secretary

Duties:

Preside & Represent

Membership

Yearbook/Programs

Bookkeeping/Reporting

Meeting Minutes

Cards & Letters

3. Chaplain? ___ Yes ___ No

Please indicate if you would like to serve as Chaplain.

4. Committee Chair? ___ Yes ___ No

Please indicate if you would serve as a committee chairman. If yes, please indicate which committee[s].

a. _____

b. _____

c. _____

5. If you are currently a committee chair and wish to "retire" from that position next term, please indicate the committee name[s] and who you feel would replace you:

a. _____

b. _____

c. _____

Suggestion Form

Date: _____

.....

Request for Reimbursement

From: _____ Date: _____

For: _____

Amount \$ _____ [Attach Receipt]

.....

Cash or Check Transmittal Slip

Date: _____ Amount \$ _____ Paid by: _____

___ Membership Renewal [\$14/Single, \$16/Couple

For: _____

___ General Fund or ___ Memorial Donation:

In the Name[s] of : _____

Date if applicable: _____



Membership Application

Please enter name[s] of person[s] applying for membership:

Date: _____

Mr/Mrs/Miss: _____ Birthday: _____

*Mr/Mrs/Miss: _____ Birthday: _____

*Spouse [if married and spouse is NOT joining]: _____

Street Address: _____

Mailing Address: _____

City, State, Zip:

Home Phone _____ Cell Phone _____ Email _____

IF SEASONAL ~ Summer Mailing Address _____		
Applicable Dates From	To	Email

- ◆ Involvement through committee participation is encouraged and greatly appreciated! The more active our members, the more we ALL grow in knowledge, experience and friendship. Please place a check mark by any committees of interest to you:

- | | | |
|--|--|--|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Library | <input type="checkbox"/> Trees & Arbor Day |
| <input type="checkbox"/> Awards | <input type="checkbox"/> Membership & Hospitality | <input type="checkbox"/> Ways & Means |
| <input type="checkbox"/> Birds & Butterflies | <input type="checkbox"/> Gardens: Memorial, Gateway, Rose, | <input type="checkbox"/> Plant Sale |
| <input type="checkbox"/> Civic / Community | School, Trail/Butterfly | <input type="checkbox"/> Secret Garden Tour |
| <input type="checkbox"/> Helping Hands | <input type="checkbox"/> Publicity | <input type="checkbox"/> Webmaster |
| <input type="checkbox"/> Horticulture | <input type="checkbox"/> Publishing | <input type="checkbox"/> Wildflowers & |
| <input type="checkbox"/> Historian & Photography | <input type="checkbox"/> Roadside Beautification/Environment | Native Plants |
| <input type="checkbox"/> Historic Preserv. & Legislation | <input type="checkbox"/> Scholarship | <input type="checkbox"/> World Gardening |
| <input type="checkbox"/> Junior Gardeners | <input type="checkbox"/> Telephone | <input type="checkbox"/> Yearbook & Programs |



Visit our Website:

www.FloralCityGardenClub.com

Club Activities, Goals & Objectives, Projects,

Scheduled Meetings & Events

Dues: \$14/Individual ~ \$16/Couple ~ \$17/Inactive [1/2 year or less \$10]

Club Contacts:

President	"jo" Quackenbush	344-4447	dquacken@tampabay.rr.com
1st Vice President	Bobbie Schoss	341-3128	crackers@atlantic.net
2nd Vice President	Carol DeLisle	341-7745	sunnycarole@hotmail.com
Recording Secretary	Diane Dowthitt	726-6484	eddi34450@earthlink.net
Corresponding Secretary	Sheila O'Dell	344-3379	wander10@nccentral.net
Treasurer	Kathy Hofmann	341-5653	kbhofmann@mindspring.com

Membership Application Instructions:

1. Complete the other side of this form
2. Cut and keep the bottom portion for your information
3. Write a check for the appropriate membership[s] desired
4. Enclose form, check and photo of you for our membership directory [if you have one] in an envelope, stamp and mail to:

Floral City Garden Club
Kathy Hofmann, Treasurer
9155 E. Gobbler Dr.
Floral City, FL 34436

For Office Use Only:			
<input type="checkbox"/> Address Card	<input type="checkbox"/> Birthday Calendar	<input type="checkbox"/> Directory	<input type="checkbox"/> FFGC & <input type="checkbox"/> FCGC Notification
		<input type="checkbox"/> Name Tag	<input type="checkbox"/> Yearbook
DUES: \$14/Individual \$16/Couple		PAID: \$	Check No.

Floral City Garden Club
Founded in 1956 ~ Federated in 1958
Motto: "We Grow that we might better live"



Club Flower: Hibiscus



Club Colors: Pink & Green

Meetings: 2nd Friday September ~ May @ 12:30 PM
 @ the Floral City Community Building
 8370 E. Orange Ave., Floral City, FL 34436

Membership: 66

Affiliations: Florida Federation of Garden Clubs, Deep South & National GC, Inc.

MAC'S FIELD GUIDE™ TO GOOD GARDEN BUGS OF THE SOUTHEAST

KEY: COMMON NAME
Average length
F—Food

APHID MIDGE
Range 1–2 mm
F: Aphids

ROBBER FLY
Range 5–25 mm
F: General predator

DAMSEL FLY
Range 18–40 mm
F: Soft-bodied insects

DAMSEL FLY NYMPH
25 mm
F: Soft-bodied insects

BROWN LACEWING
12 mm
F: Aphids, mealybugs, scale insects, small insects

GREEN LACEWING & LARVA
Range 12–18 mm
F: Aphids, small insects

DRAGON FLY
Range 18–80 mm
F: Soft-bodied insects

DRAGON FLY NYMPH (AQUATIC)
60 mm
F: Aquatic larva, mosquito larva

TACHINID FLY
Range 7–13 mm
F: Larva parasitic on true bugs

TACHINID FLY
Range 8–13 mm
F: Larva parasitic on general predators

AMBUSH BUG
15 mm
F: Butterflies, flies, moths, true bugs

ASSASSIN BUG
Range 12–18 mm
F: Beetles, caterpillars, hornworms, insects

BANDED-WING THRIP
1.5 mm
F: Small insects

SIX-SPOTTED THRIP
1 mm
F: Borers, eggs, leafworms, white flies

PAPER WASP
25 mm
F: Larva eats insects

SYRPHID FLY (HOVER FLY) & LARVA
14 mm
F: Larva eats aphids, scale insects

YELLOW JACKET
16 mm
F: Larva eats insects

DAMSEL BUG
Range 12–18 mm
F: Aphids, caterpillars, small insects, thrips

BIGEYED BUG
3 mm
F: Aphids, mites, small insects

SPINED SOLDIER BUGS
10 mm
F: Beetles, caterpillars, grubs, insects, sawfly larva (general predator)

MINUTE PIRATE BUG
3 mm
F: Aphids, caterpillars, corn earworms, spider mites, thrips, white flies

BOLD-FACED HORNET
20 mm
F: Larva eats insects

BATHYPLECTES WASP
5 mm
F: Alfalfa weevils

WHITE FLY PREDATORY BEETLE
1 mm
F: White flies

BLACK LADY BEETLE & LARVA
Range 5–7 mm
F: Spider mites

MEALYBUG DESTROYER & LARVA
3 mm
F: Aphids, mealybugs

TRICHOGRAMMA WASPS
Range 0.5–1 mm
F: Cabbage worms, corn earworms, insect eggs, hornworms, fruitworms, loopers

WOLF SPIDER
14 mm
F: General predator

CRAB SPIDER
10 mm
F: General predator

PREDACEOUS MITE
0.8 mm
F: Spider mites, small insects

TIGER BEETLE & LARVA
Range 12–18 mm
F: General predator

SOLDIER BEETLE
8–12 mm
F: Insect eggs and larvae

COMMON BLACK GROUND BEETLE
16 mm
F: General predator

ROVE BEETLE
18 mm
F: Aphids, maggots, mites, springtail fly eggs

APHID WASP
3 mm
F: Aphids

ICHNEUMON WASPS
Range 4–30 mm
F: Caterpillars, insects

CONVERGENT LADY BEETLE & LARVA
6 mm
F: Aphids, small insects

TWO-SPOTTED LADY BEETLE & LARVA
6 mm
F: Aphids, small insects

GREEN PUBESCENT GROUND BEETLE
10 mm
F: General predator

COLLOPS BEETLE
10 mm
F: General predator

General Bad Bugs by Habitat

General Pests

Aphid
Armyworm
Blister beetle
Corn earworm
Cutworm
European corn borer
Grasshopper
Grub
Leafhopper
Leafminer
Mite
Slug
Weevil
Wireworm

Asparagus

Asparagus beetle

Beans

Bean beetle
Bean-leaf beetle

Citrus

Armyworm

Cowpea curculio
Cucumber beetle
Mite
Thrip
White fly

Beets, Carrots, & Root Vegetables

Flea beetle
Maggot
Thrip

Cabbage, Chard, Lettuce, & Spinach

Cabbage looper
Cabbage worm
Diamondback moth
Harlequin bug
Maggot

Leafroller
Scale insect

Corn

Armyworm
Corn earworm
Cucumber beetle
European corn borer

Cucumbers, Melons, & Squash

Pickleworm
Spotted cucumber beetle
Squash bug
Striped cucumber beetle

Eggplant & Peppers

Corn borer
Cowpea curculio
Flea beetle
Potato tuberworm
Tomato pinworm

Grapes
Conspense stink bug
Grape leafhopper
Scale insect
Squash bug

Indoor Plants & Greenhouses

Mealybug
Mite
White fly

Lawn

Chinchbug
Crane fly
Lawn moth

Ornamentals & Trees

Aphid
Bagworm
Blister beetle
Boring beetle

Cutworm
Earwig
Flea beetle
Grasshopper
Leafhopper
Leafminer
Leafroller
Leaf-tier
Mite
Root weevil
Scale insect
Spittlebug
Stink bug
Thrip
Webworm
White fly

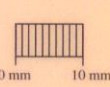
Potatoes

Blister beetle
Flea beetle
Mite
Potato beetle
Potato tuberworm
Tomato pinworm

Tomatoes

Flea beetle
Hornworm

Pickleworm
Potato beetle
Tomato fruitworm
Tomato pinworm



MAC'S FIELD GUIDE™ TO BAD GARDEN BUGS OF THE SOUTHEAST

APHIDS
Range 2 mm–3 mm
H: Crops, gardens, indoor plants, orchards
F: Plant juices

HARLEQUIN BUG
10 mm
H: Crops, gardens
F: Plant juices

THRIPS
2 mm
H: Crops, gardens
F: Plant juices

FLEA BEETLES
Range 4–5 mm
H: Crops, gardens
F: Plant juices

COWPEA CURCULIO
Range 4–15 mm
H: Crops, gardens
F: Foliage

WEEVILS (BEAN, BILLBUG)
Up to 15 mm
H: Crops, gardens
F: Foliage, flowers

WHITE FLY
2 mm
H: Indoor plants, greenhouses
F: Plant juices

SOYBEAN LOOPER
35 mm
H: Crops, gardens
F: Foliage

VELVET BEAN CATERPILLAR
48 mm
H: Crops
F: Foliage

CORN EARWORM (TOMATO FRUITWORM) & ADULT
40 mm
H: Crops, gardens
F: Plant tissues

MAGGOT
8 mm
H: Crops, gardens
F: Plant tissues

TOMATO HORNWORM
100 mm
H: Crops, gardens
F: Caterpillars, foliage

CABBAGE LOOPER
Up to 35 mm
H: Crops, gardens
F: Foliage

EUROPEAN CORN BORER
Up to 45 mm
H: Crops, gardens
F: Plant tissues

LIMA BEAN VINE BORER
8–18 mm
H: Crops
F: Vines

LAWN MOTH LARVA
20 mm
H: Gardens, lawns
F: Plant tissues

KEY: COMMON NAME
Average length
H—Habitat
F—Food

GRASSHOPPER
Up to 40 mm
H: Crops, gardens, orchards
F: Foliage

MITE
Range 0.8 mm–3 mm
H: Crops, gardens, orchards
F: Plant juices

SQUASH BUG
17 mm
H: Crops, gardens
F: Plant juices

LEAF-FOOTED PLANT BUG
18 mm
H: Crops, gardens
F: Plant juices

EASTERN PLANT BUG
Range 5–10 mm
H: Crops, gardens
F: Plant juices

LACE BUG
2 mm
H: Foliage
F: Plant juices

CHINCHBUG & NYMPH STAGES
5 mm
H: Grubs
F: Plant juices

EARWIG (also beneficial)
15 mm
H: Moist, dark soil
F: Flowers, fruit, insects, larva

STINK BUGS
18 mm
H: Crops, gardens, orchards
F: Plant juices

BLISTER BEETLE
12 mm
H: Crops
F: Foliage

CUCUMBER BEETLES
7 mm
H: Crops, gardens
F: Foliage

COLORADO POTATO BEETLE & LARVA
11 mm
H: Crops, gardens
F: Foliage

ASPARAGUS BEETLE
6 mm
H: Crops, gardens
F: Foliage

MOLE CRICKET
Up to 35 mm
H: Moist soil
F: Plant roots

MAY BEETLE (JUNE BEETLE)
20–40 mm
H: Grasslands, farmlands
F: Foliage, roots

SWEET POTATO WHITE FLY
2 mm
H: Crops, gardens
F: Plant juices

MEXICAN BEAN BEETLE & LARVA
7 mm
H: Crops, gardens
F: Foliage

BEAN LEAF BEETLE
6 mm
H: Crops, gardens
F: Foliage

LEAFMINER
2 mm
H: Crops, gardens
F: Foliage

BAGWORM
20 mm
H: Gardens, trees
F: Foliage

TWO-LINED SPITTLEBUG
6 mm
H: Grass
F: Plant juices

SCALE INSECTS
2–7 mm
H: Gardens, trees
F: Plant juices

POTATO TUBERWORM & ADULT
18 mm
H: Crops, gardens
F: Foliage, plant tissues

PINK BOLLWORM & ADULT
12 mm
H: Cotton, okra
F: Plant tissues

BEET ARMYWORM & ADULT
31 mm
H: Crops, gardens
F: Foliage

MEALYBUG
3 mm
H: Greenhouses, indoor plants
F: Plant juices

CODLING MOTH
Up to 20 mm
H: Crops, gardens
F: Larva, fruit

LESSER CORNSTALK BORER & ADULT
18 mm
H: Crops, gardens
F: Stem tissues

BEAN LEAFROLLER & ADULT
35 mm
H: Crops, gardens
F: Foliage

LEAFROLLER & ADULT
25 mm
H: Crops, gardens
F: Foliage, plant tissues

TOMATO PINWORM & ADULT
Larva: 7 mm
Moth: 6 mm
H: Crops, gardens
F: Fruit

ARMYWORM
35 mm
H: Crops, gardens
F: Plant tissues

DIAMONDBACK MOTH & LARVA
8 mm
H: Crops, gardens
F: Foliage

GARDEN OR FALL WEBWORM
12 mm
H: Foliage, plants
F: Plant juices

CUTWORM
Up to 50 mm
H: Soil
F: Plant tissues

GRUB (INSECT LARVA)
Up to 75 mm
H: Crops, gardens, soil
F: Roots

WIREWORM
Up to 40 mm
H: Soil
F: Plant tissues

IMPORTED CABBAGE WORM & ADULT
Up to 25 mm
H: Crops, gardens
F: Foliage

TOBACCO BUDWORM & ADULT
35 mm
H: Crops, gardens
F: Fruit, buds

PICKLEWORM
20 mm
H: Crops, orchards
F: Blossoms, fruit, foliage