

# *North West District*

## *Membership Yearbook*



**2020 - 2022**



*A Message from your President...*

Welcome to GFWC North West District! I am thrilled to be on this journey with all of you.

My symbol for this term is “The North West District Tree of Life” which has each of our 14 clubs shown on by each branch. My overall theme is “Love Grows Here.” Every President provides a quote which serves as their inspiration for their term – my quote is “Like branches on a tree, we all grow in different directions, but our roots keep us grounded together, spreading peace, love & kindness to everyone we meet.



The Tree and GFWC are very similar. Trees are seen as powerful **symbols** of growth and strength. They spread their roots deep into the soil to ground and stabilize themselves so they can weather the toughest of storms, which is why they are a symbol for strength. The tree also symbolizes individuality as trees are all unique with their branches sprouting at different points and in different directions which is similar to our personal growth through various clubs and club life experiences. Over time, trees gain more unique characteristics, as branches break off, new ones grow. I believe there is no better example for us, as humans, to emulate.

I'd like to encourage our members take a few lessons from trees and be reminded to “Stay grounded, Connect with your roots, Turn over a new leaf, bend before you break, Enjoy your unique natural beauty and last but certainly not least, Keep growing.”

My district project is children's charities. If we want to change the world, we need to plant seeds of kindness in our children and shine the light to focus on children's charities. Please seek out, work with, give and donate to children's charities.

Let's inspire our children to be powered by purpose throughout their life and it begins with us because “Love Grows Here.”

**About our District:**

In December 2019 our District reported a total of 15 local clubs with 416 clubwomen across our District.

We are members of The General Federation of Women's Clubs (GFWC), our international umbrella organization which breaks down into regions, states, districts and clubs. Our North West District reports to GFWC Georgia which in turn reports to GFWC. Our State belongs to the Southern Region. GFWC is a nonprofit organization that brings together local women's clubs in a collective effort to strengthen communities and enhance the lives of others through volunteer service. With 100,000 members in affiliated clubs in every state, the District of Columbia, and more than a dozen countries. GFWC members are community leaders who work locally to create global change by supporting the arts, preserving natural resources, advancing education, promoting healthy lifestyles, encouraging civic involvement, and working toward world peace and understanding. GFWC is headquartered in Washington, D.C.



**The overall purpose of GFWC Georgia** is to carry out charitable service programs, provide leadership opportunities, and enrich the lives of its members through personal growth. Similar to GFWC, our State office, GFWC Georgia provides us the tools and resources we need to become vital charitable partners within our communities.

**The purpose of the North West District** is to connect our clubs by bringing them together twice a year to conduct business and bridge the gap between our clubs and our State by relaying messages, protocols, guidelines from our State while serving as a resource, exchange ideas and club methods. We will strive to provide our Clubs and its members the tools and resources they need to become vital charitable partners within their communities.

**District Meetings:** "It's not just a meeting it's an experience." Attendance at our district meetings is always a special time for all of us to come together to meet new friends across our district, to recognize accomplishments, to share ideas, hands on activities, to inspire each other and to create a vision of GFWC GA beyond the club level.

**Our board meetings** will provide ideas for Club Presidents to take back to their membership. The purpose of board meetings is to:

- Reconnect
- Make decisions
- Set policy
- Solve problems
- Plan and evaluate

Our Board meetings will continue Gordon County Agricultural Center in Calhoun Georgia unless we decide to meet via zoom depending circumstances. According to our Standing Rules, notice will be given at least 30 days before our Board meeting.

#### **Our State Headquarters**

The Lipscomb Cottage  
900 School Road -Tallulah Falls, Georgia  
Mailing Address:  
P. O. Box 39 - Tallulah Falls, Georgia 30573  
Phone 706-754-3127  
Email: [office@gfwcgeorgia.org](mailto:office@gfwcgeorgia.org)  
Office Hours: Monday, Wednesday and Friday 9:00-4:00



**DIRECTIONS TO STATE OFFICE:** Take Hwy. 441 North to Tallulah Falls School. Turn left into school entrance (School Road) and follow school road around to Lipscomb Cottage (on your left past entrance to parking lot at the Willet Building and Federation Hall). Please call before coming to ensure someone is there to meet and greet you.

**GFWC GA Website** - [www.gfwcgeorgia.org](http://www.gfwcgeorgia.org)

**North West Website** – [www.gfwcgeorgia-nwdistrict.org](http://www.gfwcgeorgia-nwdistrict.org)



**Join our Northwest District Facebook Group Page and our Public Pages.** Our Group page is a great way to not only share with your district clubs what your club is doing but also to see what is happening with other NW District clubs. The purpose of our Public Page is to inspire everyone to be action oriented and positive changemakers that make lasting impacts on their communities.

Follow GFWC Georgia on Facebook as well as Pinterest Twitter, You Tube and Instagram. We encourage you to please invite your friends to follow our page.

**GFWC Georgia Facebook**

<https://www.facebook.com/GaFWC/>

**GFWC Georgia Instagram**

<https://www.instagram.com/gfwcgeorgia/?hl=en>

**GFWC Georgia Pinterest**

[https://www.pinterest.com/gfwc\\_g/](https://www.pinterest.com/gfwc_g/)

**GFWC Georgia North West District Facebook Group Page -**

[https://www.facebook.com/search/top/?q=gfwc%20georgia%20north%20west%20district&epa=SEARCH\\_BOX](https://www.facebook.com/search/top/?q=gfwc%20georgia%20north%20west%20district&epa=SEARCH_BOX)

**GFWC Georgia North West District Friends – Facebook Public Page**

<https://www.facebook.com/GFWCGeorgiaNWDistrict/>

**GFWC Georgia North West District Instagram**

<https://www.instagram.com/gfwcgeorgianwdistrict/?hl=en>

**THE COLLECT FOR CLUBWOMAN BY MARY STUART**

Keep us, O God, from pettiness;  
let us be large in thought, in word, in deed.  
Let us be done with fault-finding and  
leave off self-seeking.

May we put away all pretense and meet each  
other face to face -- without self-pity  
and without prejudice.

May we never be hasty in judgment and  
always generous.

Let us take time for all things;  
make us to grow calm, serene, gentle.

Teach us to put into action our better impulses,  
straightforward and unafraid.

Grant that we may realize it is the little  
things that create differences,  
that in the big things of life we are at one.

And may we strive to touch and to know the great,  
common human heart of us all, and  
O Lord God, let us forget not to be kind.



## 2020-2022 NORTH WEST DISTRICT OFFICERS

	<p><b>President</b> <b>Cimi Douglass</b> GFWC Atlanta Woman's Club 290 Fall Creek Trace Roswell, Georgia 30076 678-467-1922 <a href="mailto:nwdistrict@gfwcgeorgia.org">nwdistrict@gfwcgeorgia.org</a> <a href="mailto:cimi.douglass@gmail.com">cimi.douglass@gmail.com</a></p>		<p><b>Love</b> <b>Grows Here</b></p>
<p><b>New Growth</b></p>	<p><b>First VP/Membership</b></p>		<p><b>Julie Bates</b> 1<sup>st</sup> VP/Membership GFWC Marietta Woman's Club 765 Cheatham Hill Trail SW Marietta, Georgia 30064 770-423-9284 H 770-653-3166 C <a href="mailto:jbates1000@aol.com">jbates1000@aol.com</a></p>
	<p><b>Maria Barnhart</b> 2<sup>nd</sup> Vice President GFWC Dunwoody Woman's Club 5005 Wickford Way Dunwoody, Georgia 30338 404-310-0546 <a href="mailto:mariavbarnhart@gmail.com">mariavbarnhart@gmail.com</a></p>	<p><b>Branching Out</b></p>	<p><b>Second VP</b></p>
<p><b>Maintain Nutrition</b></p>	<p><b>Treasurer</b></p>		<p><b>Brenda Worley</b> Treasurer GFWC Cartersville Woman's Club 112 Maybelle Street Cartersville, Georgia 30120 678-899-7872 C <a href="mailto:brendaworley69@gmail.com">brendaworley69@gmail.com</a></p>
	<p><b>Sharon Cannon</b> Recording Secretary GFWC Cartersville Woman's Club 28 Owensby Lane NW Adairsville, Georgia 30103 678-570-1339 C <a href="mailto:meekapa42@yahoo.com">meekapa42@yahoo.com</a></p>	<p><b>Connected to our Roots</b></p>	<p><b>Recording Secretary</b></p>



## Rooted in Robert's Rules

### Parliamentary Advisor/Protocol

#### Diane Norris

Parliamentary Advisor/Protocol  
GFWC Dunwoody Woman's Club  
6209 Spalding Drive  
Norcross, Georgia 30092  
678-772-0109 C  
[dianenorris@bellsouth.net](mailto:dianenorris@bellsouth.net)



**Susie Parnes**  
Corresponding Secretary  
GFWC Acworth Carrie Dyer  
23 Ranger Road  
Cartersville, Georgia 30121  
678-523-5958  
[sunburstp@aol.com](mailto:sunburstp@aol.com)

**Nurture**  
**Corresponding Secretary**

## 2020-2022 NORTH WEST COMMUNITY SERVICE PROGRAM

### Our CSP Chairs



#### Arts & Culture

Joyce Broughton  
GFWC Marietta Woman's Club  
732 Registry Run, NW  
Kennesaw, Georgia 30152  
678-401-8872  
[j49broughton@aol.com](mailto:j49broughton@aol.com)



Civic Engagement & Outreach  
**Connie Morris**  
GFWC Atlanta Woman's Club  
886 Plymouth Road, NE  
Atlanta, Georgia 30306  
404-312-8905 C  
[momconnie@bellsouth.net](mailto:momconnie@bellsouth.net)

#### Education & Libraries

**Linda Mote**  
GFWC Dunwoody Woman's Club  
P.O. Box 885  
Clayton, Georgia 30525  
678-429-0570  
[Immote@mindspring.com](mailto:Immote@mindspring.com)





### Environment

**Kathy Hanna**

GFWC Dunwoody Woman's Club  
105 Churchill Drive  
Sandy Springs, Georgia 30350  
770-633-3223 C  
770-396-9472 H  
[Kak1941@aol.com](mailto:Kak1941@aol.com)

### Health & Wellness

**Barbara Washburn**

GFWC Atlanta Woman's Club  
275 13th Street NE Unit 409  
Atlanta, Georgia 30309  
404-918-6331  
[bwashburn41@gmail.com](mailto:bwashburn41@gmail.com)



## 2020-2022 NORTH WEST ADVANCEMENT AREAS



### Communications/PR/Clubwoman

Ursula Reynolds  
GFWC Atlanta Woman's Club  
6065 Cameron Pointe  
Peachtree Corners, Ga. 30092  
770-309-1598  
[ursula.reynolds@scheller.gatech.edu](mailto:ursula.reynolds@scheller.gatech.edu)



### Legislation/Public Policy

Darlene Kimes  
GFWC Atlanta Woman's Club  
5450 Olde Plantation Drive  
Douglasville, Georgia 30135  
404-955-9897  
[d51kimes@gmail.com](mailto:d51kimes@gmail.com)



### Fundraising

Irma Shaw  
GFWC Lafayette Woman's Club  
#1 Whippoorwill Lane  
Lafayette, Georgia 30728  
706-638-0158 H

423-488-6054 C

[imshaw@windstream.net](mailto:imshaw@windstream.net)



### Membership

Julie Bates  
GFWC Marietta Woman's Club  
765 Cheatham Hill Trail SW  
Marietta, Georgia 30064  
770-423-9284 H  
770-653-3166 C

[jbates1000@aol.com](mailto:jbates1000@aol.com)



### Leadership

Judine Heard  
GFWC Atlanta Woman's Club  
4000 Montego Bay Drive  
College Park, Georgia 30349  
404-768-8376  
[heardjudine@hotmail.com](mailto:heardjudine@hotmail.com)



### Women's History/1734 Society

Ashley DeSalvo Putnam  
GFWC North Side Woman's Club  
1952 Hidden Glen Dr SE  
Marietta, GA 30067  
(360) 265-2143 C  
[ashleydesalvo@gmail.com](mailto:ashleydesalvo@gmail.com)



## 2020-2022 NORTH WEST DISTRICT APPOINTMENTS

	Awards Chair Gretchen Butler GFWC Atlanta Woman's Club 2708 Peeler Road Atlanta, Georgia 30360 678-596-1778 <a href="mailto:gretchenbutler@gmail.com">gretchenbutler@gmail.com</a>		Ella F. White Memorial Endowment / Lipscomb Society Marsha Rauscher GFWC Dallas Woman's Club 133 Watson Drive Dallas, Georgia 30132 770-377-5237 <a href="mailto:donrau@bellsouth.net">donrau@bellsouth.net</a>
	Credentials Faye Cashwell GFWC Dunwoody Woman's Club 140 Forrest Lake Road Johns Creek, Georgia 30022 770-409-1960 H 404-202-1223 C <a href="mailto:faye@cashwellhome.com">faye@cashwellhome.com</a>		Memorials Cindy Tisdale Cobb Woman's Club/Marietta Woman's Club 3436 Laurel Green Court Kennesaw, Georgia 30144 404-229-5191 <a href="mailto:cinjack@comcast.net">cinjack@comcast.net</a>
	Community Improvement Contest Judith Behrens GFWC North Side Woman's Club 3460 Kingsboro Road, NE, #840 Atlanta, Georgia 30326 <a href="mailto:judithmbehrens@gmail.com">judithmbehrens@gmail.com</a> 404-304-5545 cell 404-304-5545		Protocol Diane Norris GFWC Dunwoody Woman's Club 6209 Spalding Drive Norcross, Georgia 30092 678-772-0109 C <a href="mailto:dianenorris@bellsouth.net">dianenorris@bellsouth.net</a>
	Digital Scrapbook Christen Stricklin GFWC Roswell Cares Service League 1421 Logan Circle Marietta, GA 30062 (678) 768-2352 <a href="mailto:christenstricklin@yahoo.com">christenstricklin@yahoo.com</a>		Special Projects (GFWC and State President's Project) Karen Clydesdale GFWC Atlanta Woman's Club 34 Sloan Street Roswell, Georgia 30075 404-791-0952 <a href="mailto:karenclydesdale@bellsouth.net">karenclydesdale@bellsouth.net</a>
	District Special Project – Children's charities Carol Erwin GFWC Roswell Cares Service League 2681 Wynter Snow Run Bethlehem, Georgia 30620 <a href="mailto:Carol.erwin3@gmail.com">Carol.erwin3@gmail.com</a>		Resolutions/Bylaws Tallulah Fall School Amy Atkinson GFWC Calhoun Woman's Club 206 Victory Drive Calhoun, Georgia 30701 770-548-1005 C 706-629-3016 H <a href="mailto:Amyatkinson206@gmail.com">Amyatkinson206@gmail.com</a>



## GFWC GEORGIA NORTH WEST DISTRICT CLUBS PRESIDENTS

Federated	Club Name	Members 2019	President	
1898	Acworth-Carrie Dyer Woman's Club	3	Susie Parnes 23 Ranger Road SE Cartersville, GA 30121 678-523-5958 <a href="mailto:sunburstp@aol.com">sunburstp@aol.com</a>	
1895	Atlanta Woman's Club	118	JoDee Gonzalez 1495 Wynnefield Court Marietta, GA 30062 770-565-6640 (H) 770-605-1303 (C)	
1937	Buchannan Woman's Club	17	Paula Levitt 770-646-8270 / 770-639-8108 P.O. Box 127 Felton GA 30140 <a href="mailto:pklevitt@aol.com">pklevitt@aol.com</a>	
1902	Calhoun Woman's Club	22	Sara Keys 2152 Kemp Road La Fayette, GA 30728 706-639-9288 (H) 423-413-3067 (C) <a href="mailto:sara.m.keys@gmail.com">sara.m.keys@gmail.com</a>	
1966	Cartersville Woman's Club	20	Sharon Cannon GFWC Cartersville Woman's Club 28 Owensby Lane NW Adairsville, Georgia 30103 678-570-1339 C <a href="mailto:meekapa42@yahoo.com">meekapa42@yahoo.com</a>	
2012	Chickamauga Woman's Club	19	Joyce Harrison 1355 S. Hwy. 341 Chickamauga GA 30707 <a href="mailto:joymas@aol.com">joymas@aol.com</a>	

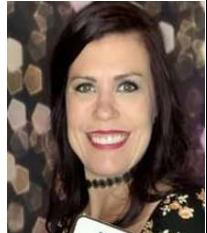


## CLUB PRESIDENTS (CON'T)

1998	Cobb Woman's Club	8	Barbara D'Emilio 3814 Glasgow Rd. Marietta, GA 30062 770-578-0725 C 404-932-0308 H <a href="mailto:barbarad916@gmail.com">barbarad916@gmail.com</a>	
1920	Dallas Woman's Club	9	Marsha Rauscher 133 Watson Drive Dallas, Georgia 30132 770-377-5237 <a href="mailto:donrau@bellsouth.net">donrau@bellsouth.net</a>	
1948	Dunwoody Woman's Club	109	Susan Crawford 1400 Mile Post Drive Dunwoody, Ga. 30338 404-281-0412 <a href="mailto:susanpc1@bellsouth.net">susanpc1@bellsouth.net</a>	
1938	LaFayette Woman's Club	48	Rachel Willeford 302 Woodland Drive LaFayette, Georgia 30728 706-200-8099 <a href="mailto:racheloeschwillieford@gmail.com">racheloeschwillieford@gmail.com</a>	
1920	Marietta Woman's Club	15	Ruth Ann Sherman 2038 Arbor Forest Dr SE Marietta, GA 30064 770-425-2039 <a href="mailto:ramcats@bellsouth.net">ramcats@bellsouth.net</a>	



## CLUB PRESIDENTS (CON'T)

1928	Northside Woman's Club	7	Marilyn Morton 1139 St Louis PI NE Atlanta, Georgia 30306 404-815-6798 404-333-4018 <a href="mailto:mortmari@aol.com">mortmari@aol.com</a>	
2019	Roswell Cares Service League	7	Christin Stricklin 1421 Logan Circle Marietta, GA 30062 C: (678) 768-2352 <a href="mailto:christenstricklin@yahoo.com">christenstricklin@yahoo.com</a>	
1949	Sandy Springs Woman's Club	9	Lyn Lozier 5220 Skidaway Drive Johns Creek, Georgia 30022 C: 206-770-5140 <a href="mailto:lynlozier@gmail.com">lynlozier@gmail.com</a>	



## GFWC GEORGIA DISTRICT PRESIDENTS 2020-2022

Kim Sekulow - GFWC Georgia 1st Vice President  
Stone Mountain Woman's Club  
[2ndvp@gfwcgeorgia.org](mailto:2ndvp@gfwcgeorgia.org)

North East District	North West
<p>Jill Bagley Gainesville Phoenix Woman's Club 5040 McKenzy Lane Flowery Branch, Georgia 30542 <a href="mailto:nedistrict@gfwcgeorgia.org">nedistrict@gfwcgeorgia.org</a></p>	<p>Cimi Douglass Atlanta Woman's Club 290 Fall Creek Trace Roswell, Georgia 30076 678-467-1922 <a href="mailto:nwdistrict@gfwcgeorgia.org">nwdistrict@gfwcgeorgia.org</a></p>
Central East District	Central West District
<p>Debbie Brown Lawrenceville Woman's Club 261 Inwood Trl Lawrenceville, Georgia 30043 <a href="mailto:cedistrict@gfwcgeorgia.org">cedistrict@gfwcgeorgia.org</a></p>	<p>Pat Busby Community Service Guild of Macon 4573 North Beechwood Dr. Macon, Georgia 31217 <a href="mailto:cwdistrict@gfwcgeorgia.org">cwdistrict@gfwcgeorgia.org</a></p>
South East District	South West District
<p>Hilda Hagarty Brunswick Woman's Club 166 Royal Drive Brunswick, Georgia 31523 <a href="mailto:sedistrict@gfwcgeorgia.org">sedistrict@gfwcgeorgia.org</a></p>	<p>Janice Blanchard Azalea City Woman's Club 2112 Michael Terrace Valdosta, Georgia 30162 <a href="mailto:swdistrict@gfwcgeorgia.org">swdistrict@gfwcgeorgia.org</a></p>

### PAST NORTH WEST DISTRICT PRESIDENTS

2016-2018	Ales Campbell	LaFayette Woman's Club
2018-2020	Karen Clydesdale	Atlanta Woman's Club



## NORTH WEST DISTRICT MEETING/HOSTESS SCHEDULE

### Board Meetings

Our Board meetings will continue in Calhoun or via Zoom. If we meet in person, then Calhoun is the closest we can get to the middle of our district. We are fortunate to have this facility at no charge, free parking, and we have the facility to ourselves.

**Location:** Zoom OR Gordon County Agricultural Center

1282 Highway 53 Spur, Calhoun, GA 30701

**Time:** Refreshments at 9:30. Meeting starts at 10:00

Rosh Hashanah	Judging month		Judging month
Fall 2020	Spring 2021	Fall 2021	Spring 2022
<b>Sept 12</b>	<b>Feb 6</b>	<b>Sept 11</b>	<b>Feb 5</b>
Acworth Carrie Dyer	Cartersville	Dallas	Marietta
Atlanta	Chickamauga	Dalton Jr.	Northside
Buchanan	Cobb	Dunwoody	Roswell Cares
Calhoun		Lafayette	Sandy Springs

Refer to Standing Rule #6 regarding alphabetical order of board meeting hostesses'

### General Membership Meetings

**Location:** To be determined by Hostess Club

**Time:** Refreshments at 9:30. Meetings start at 10:00

SRC month		SRC month	
Fall 2020	Spring 2021	Fall 2021	Spring 2022
<b>October 24</b>	<b>March 20</b>	<b>October 16</b>	<b>March 19</b>
*LaFayette	*Atlanta	*Cartersville	*Dunwoody
Cobb	Buchanan	Marietta	Sandy Springs
Dallas	Northside	Acworth	
Chickamauga	Roswell Cares	Calhoun	

\*Denotes primary hostess club

### Other Meetings:

2020 GFWC Georgia Institute	August 15 online
2020 Fall Board Meeting	Saturday, September 12, 2020 online
2020 Fall District Meeting	Saturday, October 24, 2020
<b>Southern Region</b>	<b>October 29 thru Nov. 1, 2020 online</b>
2021 Spring Board Meeting	Saturday, February 6, 2021
2021 Spring District Meeting	March 20, 2021
2021 Fall Board Meeting	Saturday, September 11, 2021
2021 Fall District Meeting	Saturday, October 16, 2021
<b>Southern Region Meeting</b>	<b>October 21-October 24</b>
2022 Spring Board Meeting	Saturday, February 5, 2022
2022 Spring District Meeting	Saturday, March 19, 2022



## GFWC GA North West District Guidelines for Hosting a District meeting

The Primary Club is identified on the meeting schedule with an asterisk. This club is responsible for coordinating with the other clubs listed on the schedule to host a successful District membership meeting. Each Club should appoint a Chairman to work with the Primary Club.

**Annual Meeting.** The Spring Meeting includes business, District Arts Contest and Awards Program. In the second year of the term, it also includes the election and installation of District officers. Paper ballot will be needed, if more than one person is running for an office.

**Attendance.** The total membership of the District is 402 members (as of December 1, 2019). A Quorum of Fall should be 40 members. The average attendance is 55-60 members.

**Location.** Secure a location that is large enough to hold a large group. Wide open rooms are best. The room should be set with a head table and podium up front and preferably round tables for members

**Meeting Time.** Example-- Registration and coffee begin at 9:15 a.m. Registration table set up no later than 8:45. Meeting begins at 10:00

**Tables.** One table for registration is necessary. As clubs register, they should let you know if they need a table for sellables. This will allow you to make arrangements for these additional tables. Clubs wishing to promote or sell items at a meeting must have prior approval of the Executive Board. All sales must be related to a club project. Tables will be limited to three. Three tables will be needed at the spring district meeting for Art, Scrapbook judging etc. The Awards Chair will contact you prior to the meeting to confirm the number of tables. At least three tables will be needed near the head table for the Awards Chair to display the silver that will be awarded. Please make RESERVED tent cards for these tables. Also reserved tent cards are needed for each club bringing in items to sell.

**Food.** Decide on a menu/ catering service. Morning refreshments should be juice/ coffee/ Danish/ fruit—possibly provided by a Host Club. Lunch—hot or cold meal depends on the budget. According to our Standing Rules the cost of the meeting shall not exceed \$25.00

**Deadline.** The District President will send out the call to invite members to the meeting forty-five days in advance of the actual date. The NW District will be using the GFWC GA online registration process. The District President will provide the information to the District communications or constant contact person. The District President will need to know the following:

- Host Club
- Location
- Price
- Registration deadline
- Theme
- Fundraiser Description
- Beneficiary
- COVID Considerations, masks, social distancing, hand sanitizer, signs



**Theme.** Identify a theme for the program and decide on decorations. Let's support our CSP and AA by theming the meeting under one of those genres for instance - you could work with a CSP to have an Endangered Species Theme (Conservation) or the Arts CSP display artwork by a local artist. You could also use the symbol of the District President in your decorations

**Centerpieces and Favors.** One of the host clubs could provide the centerpieces and can choose to sell them. If selling the centerpieces place envelopes on the tables for members to place their money in. Prior to the end of the meeting announce that the centerpieces are for sale, identify the price and the procedure for payment. Have a member collect the envelopes. No Door prizes will be provided at District Meetings, but host clubs should provide a favor. Head table guests will be honored with an additional favor.

**Head Table.** Protocol chairman will provide tent cards for persons seated at the head table. There should be no more than 12 seats. Ask the District President for the names of special visitors or guests that she has invited and will be seated at the head table. Speakers will be honored with a small gift chosen by the District President.

**Pages.** Ask two members to serve as Pages. These ladies should be selected and identified prior to the meeting. They will provide messages to and from the head table during the meeting. Remind members that no one should leave or enter the room when someone is at the podium.

**District Fundraiser.** You may assign this to your District Fundraising Chairman for creative ideas. She will also check with the District treasurer for her opinion on funds needed. Give a specific description of the fundraiser (i.e. 50/50, Heads or Tails etc.)

**Registration and Name Tags.** Hostess clubs should assign one person to assist Credential Chairman the registration table. The Credential chairman will provide registration list and nametags. These members are there to welcome and assist in registering members and give out name tags. A detailed sign in sheet should be at the registration table identifying paid members. Name tags should be filled out with the names of guests prior to their arrival. Remember to have extra name tags for unexpected guests.

**Printed Program.** The District President will provide a detailed program for the meeting.

**Items for Head table.**

- United States flag
- Decorations and centerpieces
- Water and glasses
- Podium and microphone for presiding officer
- Pencils and notepads

**Prior to day of meeting.** Provide the District president a confirmed list of State Officers and guests for introduction. If there is a special occasion coming up such as a Club anniversary or perhaps an oldest member attending, please make District president aware so that she can make the announcement.

**Greetings.** The day of the meeting the President of the Host club will be seated at the Head table and bring greetings to everyone. If she is unable to attend the meeting have someone from another host club fill in for her. Be sure to let the District President know so that she can adjust the program

**Special Needs for Hosting the Spring General Membership Meeting.**

Determine who will be responsible for securing art judges. Remind the judges that only work completed in the past calendar year is eligible for judging. The District Art Chairman will arrive early to check in District Art. The Awards will be distributed at this meeting. Make sure tables are available for the Awards Chair to spread out the silver awards. A possible second podium or microphone may be required for use by the Awards Chair.

SEATING FOR CLUBS AND DISTRICTS		District Meetings	
Business Meeting	Local Club	Business Meeting	
Luncheon or Banquet		Luncheon or Banquet	
		Recording Secretary	
		3rd Ranking Guest	Treasurer
		2nd Vice President	Junior Director
		1st Ranking Guest	1st Vice President
		District President	District President
		Podium	
		1st Vice President	Parliamentarian
		2nd Ranking Guest	2nd Vice President
		Treasurer	Recording Secretary
		Corresponding Secretary	Corresponding Secretary
		Parliamentarian	Parliamentarian



## **GFWC GEORGIA NORTH WEST DISTRICT AWARDS 2020-2022**

### **GFWC GEORGIA NORTH WEST DISTRICT AWARDS 2020-2022**

#### **ARTS & CULTURE**

**OUTSTANDING ARTS & CULTURE COMMUNITY SERVICE PROGRAM CITATIONS:** (Woman's or Junior Clubs) Citations will be presented to clubs for the most outstanding project in the following Woman's categories: Woman's 1-25 membership, 26-50 membership and 51 and over membership.

**BEST OVERALL ARTS & CULTURE COMMUNITY SERVICE AWARD:** A silver tray will be presented to the club that submits the best overall excellence as outlined in the Arts & Culture Community Program Plan of Work. This award will be judged from the Arts & Culture Community Service Program reports.

#### **CIVIC ENGAGEMENT & OUTREACH**

**OUTSTANDING CIVIC ENGAGEMENT & OUTREACH COMMUNITY SERVICE PROGRAM CITATIONS:** (Woman's or Junior Clubs) Citations will be presented to clubs for the most outstanding project in the following Woman's categories: Woman's 1-25 membership, 26-50 membership and 51 and over membership. The Program Chairmen will be responsible for judging.

**BEST OVERALL CIVIC ENGAGEMENT & OUTREACH COMMUNITY SERVICE AWARD:** A silver tray will be presented to the club that submits the best overall excellence as outlined in the Civic Engagement & Outreach Community Program Plan of Work. This award will be judged from the Civic Engagement & Outreach Community Service Program reports.

#### **ENVIRONMENT**

**OUTSTANDING ENVIRONMENT COMMUNITY SERVICE PROGRAM CITATIONS:** (Woman's or Junior Clubs) Citations will be presented to clubs for the most outstanding project in the following Woman's categories: Woman's 1-25 membership, 26-50 membership and 51 and over membership. The Program Chairmen will be responsible for judging.

**BEST OVERALL ENVIRONMENT COMMUNITY SERVICE AWARD:** A silver tray will be presented to the club that submits the best overall excellence as outlined in the Environment Community Program Plan of Work. This award will be judged from the Environment Community Service Program reports

#### **EDUCATION & LIBRARIES**

**OUTSTANDING EDUCATION & LIBRARIES COMMUNITY SERVICE PROGRAM CITATIONS:** (Woman's or Junior Clubs) Citations will be presented to clubs for the most outstanding project in the following Woman's categories: Woman's 1-25 membership, 26-50 membership and 51 and over membership. The Program Chairmen will be responsible for judging.

**BEST OVERALL EDUCATION & LIBRARIES COMMUNITY SERVICE AWARD:** A silver tray will be presented to the club that submits the best overall excellence as outlined in the Education & Libraries Community Program Plan of Work. This award will be judged from the Education & Libraries Community Service Program reports.

#### **HEALTH & WELLNESS**

**OUTSTANDING HEALTH & WELLNESS COMMUNITY SERVICE PROGRAM CITATIONS:** (Woman's or Junior Clubs) Citations will be presented to clubs for the most outstanding project in the following Woman's categories: Woman's 1-25 membership, 26-50 membership and 51 and over membership. The Program Chairmen will be responsible for judging.

**BEST OVERALL HEALTH & WELLNESS COMMUNITY SERVICE AWARD:** A silver tray will be presented to the club that submits the best overall excellence as outlined in the Health & Wellness Community Program Plan of Work. This award will be judged from the Health & Wellness Community Service reports.



### **MEMBERSHIP**

(Woman's or Junior) A silver tray will be presented to the club showing the greatest increase in membership on a percentage basis for the club year.

### **TALLULAH FALLS SCHOOL:**

(Woman's or Junior) An award will be presented to the club doing the best overall program of work in Tallulah Falls School.

### **WOMEN'S HISTORY AWARD**

(Woman's or Junior) A certificate will be presented to the club for best creativity in implementing an effective Women's History Program.

### **GENERAL EXCELLENCE AWARD**

(Woman's or Junior) An award will be presented to the club doing the best overall program of work in all of the Community Service Programs. This award will be judged from the Community Service Program reports.

### **LAFAYETTE WOMAN'S CLUB COMMUNICATIONS/PUBLIC RELATIONS AWARD**

(Woman's or Junior) A silver tray will be presented to the club with the best overall excellence in implementing the GFWC Georgia Communications and Public Relations Program.

### **ATLANTA WOMAN'S CLUB FUNDRAISING AWARD**

(Woman's or Junior) A silver tray will be presented to the club with outstanding and creative projects in implementing an effective Fundraising and Development Program.

### **CARTERSVILLE WOMAN'S CLUB LEADERSHIP AWARD**

(Woman's or Junior) A silver tray will be presented to the club for the best overall work done in implementing a Leadership Program.

### **CALHOUN WOMAN'S CLUB LEGISLATIVE ADVOCACY AWARD**

(Woman's or Junior) A silver tray will be presented to the club for the best overall excellence in governmental activity incorporating the GFWC Georgia areas in legislation.

### **MARIETTA WOMAN'S CLUB GFWC GEORGIA PRESIDENT'S SPECIAL PROJECT AWARD**

(Woman's or Junior) This award will be presented to the club making the best overall contribution to President's Special Project. This award will be judged by the State's appropriate CSP Chairman and no special report will be required.



## **GFWC GEORGIA NORTH WEST DISTRICT STANDING RULES**

Refer to Article XIV DISTRICTS & DISTRICT STANDING RULES in the GFWC Georgia Federation of Women's Clubs Yearbook.

1. The objectives and organizational policies of the Districts shall be the same as those of the GFWC Georgia.
2. The Districts may adopt standing rules necessary to carry out the work of the District, but no rule shall be in conflict with the Bylaws of the State Federation.
3. There shall be two meetings yearly, one the Fall District Meeting, the other the Annual District Meeting held in the spring date determined by the NW District Executive Board. The official call shall be sent by mail and/or electronic means no later than 45 days in advance of the meetings' date.
4. The date of the Fall Meeting shall be determined by the State President, the District President, and the hostess clubs and cannot be changed without the prior approval of the State President.
5. District Meetings:
  - a. Shall rotate by region-one in the North another in the Southern part of the District. A minimum of two clubs will host each meeting, grouped by area.
  - b. Meetings to be held on a Saturday.
  - c. Meetings will begin at 9:30 with coffee and the business meeting starting at 10:00.
  - d. Cost of the meal not to exceed \$25.
  - e. The host clubs will determine the fundraiser for the meeting.
  - f. Clubs wishing to promote or sell items at meetings must have prior approval of the Executive Board. All sales must be related to a club project. Tables will be limited to three (3)
  - g. No door prizes will be provided but host clubs will provide a favor. The Head Table guests will be honored with an additional favor.
  - h. Speakers will be honored with a small gift chosen by the District President.
6. Electronic Meetings: In the event a physical meeting is not possible because of government restrictions or a natural disaster, the North West District Executive Committee may vote to hold the Fall or Annual District meetings by electronic means.
  - a. Notice of such meeting shall be provided to the membership by electronic means no later than 30 days in advance of the same.
  - b. Members entitled to vote at the Fall or Annual District meetings shall also be entitled to vote at any electronic meeting. Such members shall submit their name and voting credentials to the Credentials Chairman and Recording Secretary no later than seven (7) days prior to the scheduled electronic meeting.
  - c. After their credentials have been received, voting delegates shall be provided with information on how to access the electronic meeting. Such notice shall be provided no less than 48 hours in advance of the meeting.
  - d. The Recording Secretary shall keep minutes of all official proceedings of electronic meetings and follow procedures as outlined under District Officers Job Description for Recording Secretary.



7. The President chooses where to hold Board Meetings. Clubs in the District, taken alphabetically, shall serve as Hostesses for the NW Board Meetings.
8. The official call for the District meetings shall include a registration form for each club who shall collect checks from the members attending and then send one check per club to the District Treasurer. Or individual club members may register and pay online when the option is made available.
9. No refunds will be given for unattended registrations for meetings.
10. District dues of \$3.00 are payable to the District Treasurer. Dues are due June 1 and delinquent after December 1<sup>st</sup> of each year. No club is eligible for awards if payment of per capita State and District dues are not postmarked on or before December 1<sup>st</sup> of each year. The number of members for whom dues are paid to State and District must be the same. There will be a Convention Assessment of \$1.00 per member to be paid to GFWC GA from the District Treasury.
11. To be eligible for a District Award, a club must pay all dues by the deadline set in Rule Number 10 of the District Standing Rules.
12. The expense reimbursement of the District President shall be \$1,200. Receipts for expenses will be given to the District Treasurer for reimbursement.
13. A District President's pin shall be ordered by the Treasurer for the incoming District President.
14. A Past-President's guard shall be ordered by the Treasurer for the outgoing District President.
15. A retiring District President shall not be expected to serve automatically in any designated position.
16. State officers, other than State President and State Jr. Director, attending District Meetings shall pay their own way. Five dollars or more shall be given to cover expenses in lieu of a gift. The district will pay for the meal expenses of official guests, TFS representatives and guest speakers.
17. The District may adopt any projects it chooses in accordance with the State designated plan of work. A club should take care to choose projects located within its own district boundaries unless it is cooperating with a club in the District where the project is located.
18. The award sheet for the North West District shall be updated annually, or as needed, and a copy shall be provided to each club president. A list of awards shall be included in the District Yearbook.

**Certificates will be presented in each membership category**

1-25

26-50

50 and over

**Silver Awards - All Community Service Programs** - one **Overall Award** will be presented for the club



doing the best work in that program.

***Additional awards***

*Communications/Public Relations*

*Fundraising*

*Legislation/Public Policy*

*Leadership/LEADS*

*Tallulah Falls School*

*Membership*

*Women's History*-promoting GFWC and GFWC GA "*Women in Action*"

GFWC Signature Program Award - \$50 Cash Award

19. The selection of arts judges for awards shall be in accord with the suggestion from the District Arts Chairman. The District Art Chairman shall designate two judges, one community judge and one club woman whose club is not participating in the arts competition to serve. A donation of \$25 shall be made to the community judge for services.
20. The quorum for the Fall District Meeting shall be at least 10% of the District members representing at least 25% of the District Clubs.
21. Elections and Nominations: per Article XIV Section 5 & 6 of the State bylaws.
  - a. There shall be a District Nominating Committee composed of three (3) members and two (2) alternates elected at the Fall District meeting prior to election year. Only the elected members and alternates may serve. The District President shall name one of the elected members as the Chairman.
  - b. No two members of the District Nominating Committee shall be from the same club.
  - c. The District Nominating Committee shall nominate all the elective officers except the District President. The exception to this provision would be if the District First Vice President /President- Elect had chosen not to move into the President's position.
  - d. The District Nominating Committee shall prepare a report, which will include the qualifications of nominees, to be sent with the District Call to the next Annual District Meeting held in the spring.
  - e. Nominations made come from the floor provided the consent of the nominee has been obtained and the qualifications submitted or resubmitted to the District President and Chairman of the District Nominating Committee at least fifteen (15) days prior to the Annual District Meeting held in the spring.
  - f. No member of the District Nominating Committee shall serve twice in succession.
22. The voting body of District Meetings shall be composed of the District elected officers, the District Corresponding Secretary, the District Community Service Program Chairmen, the Chairmen of District Standing and District Special Committees, the President of each club in the District (or her alternate), one delegate or her alternate for twenty-five (25) members or less, and for each additional twenty-five (25) members by one additional delegate or alternate, Past District Presidents and Life Directors with membership in the District.



23. The District President, at the beginning of her administration should set up a schedule to visit each club in her District at least once during the two years. The clubs should offer several regular meeting dates and allow her to choose the one best for her.

24. At the Fall District Meeting in the odd year, the District shall elect a delegate and alternate to the state Nominating Committee. Please refer to Article VI, Section 3 C. of the state bylaws.

25. The suggested Standing Committees appointed by the District President for the NW District are: *Awards, Community Impact Program, Credentials, Ella F. White Endowment Fund, Fund Raising, GFWC Signature Program Award, GFWC and GFWC Georgia Clubwoman Magazine, Leadership/LEADS, Legislative, Membership (1st Vice President/President Elect serves in this position), Memorials, Protocol, Public Relations/Media, Resolutions and Bylaws, District President's Scrapbook, Tallulah Falls School, Women's History/1734 Society*. Note: The District President may elect to combine, add or delete committee chairmen, as she deems necessary for special state or district projects, etc.

26. Individual Club Presidents shall send to the District President, State President, and GFWC Headquarters a report of accomplishments of her club using the GFWC Report Form. Deadline is February 15. The District President shall make a synopsis of the Club President's report and shall mail to the State President and First Vice President/President Elect before March 1st.

27. Each District shall take its turn to host the State Convention. This will be determined by the rotation set by the Executive Committee for **one District** to host each State Convention. The State President taking in consideration the district that is hosting shall determine the location of the Convention.

28. District Presidents shall mail or electronically send District newsletters and CALLS to District meetings to all Club Presidents, Past-District Presidents and any Life Director who is a member of the district.

29. Cards shall be sent for all occasions such as illness, deaths, etc., and a \$5.00 contribution shall be made to Tallulah Falls School Memorial Fund in the event of a death of a board member.

30. Yearbook; A yearbook will be prepared by the District and should include:

- a. President's page-symbol, theme, inspiration, President's District Project and member Clubs
- b. A list of officers with contact information.
- c. Job descriptions
- d. A list of District awards.
- e. Standing Rules

### **DISTRICT OFFICERS JOB DESCRIPTIONS**

#### **PRESIDENT SHALL:**

- a. Be the official representative for the North West District of GFWC Georgia
- b. Preside at all Board and District meetings



- c. Be a member of the GFWC Georgia Executive Committee
- d. Prepare the Call for the meetings of the North West District
- e. Appoint a Parliamentary Advisor, Corresponding Secretary, CSP chairman and Committee Chairman for the district
- f. Be ex-officio member of all committees (except the Nominating Committee)
- g. Serve as a member of the Board of Associates of Tallulah Falls School during her term
- h. Visit each club in the district at least once during the two-year term
- i. Present an officer's report at all Executive Board and District Meetings
- j. Attend all district and state meetings
- k. Shall be authorized to sign checks on behalf of North West District.
- l. Shall serve as a member of the Finance Committee along with the First Vice President and Treasurer.

**FIRST VICE-PRESIDENT/PRESIDENT ELECT SHALL:**

- a. Perform the duties of the office of President in her absence or inability to serve; in case of the President's office becoming vacant for any reason, she shall succeed to the office of President
- b. Make her appointments after January 1 of the even year.
- c. Be an ex-officio member of all committees (except nominating committee).
- d. Call roll at district meetings, calculate attendance percentage for citation, and complete attendance report to be sent to the GFWC Georgia State Office immediately following each district meeting (Copy of report to District President and her files).
- e. Serve on the state membership committee and work to encourage club growth, development of new clubs, and project a positive image of GFWC Georgia as an international organization.
- f. Shall serve as a member of the Finance Committee along with the President and Treasurer.
- g. Present an officer's report at all Executive Board and District Meetings.
- h. Attend all district and state meetings.

**SECOND VICE-PRESIDENT/DEAN OF COMMUNITY SERVICE PROGRAMS SHALL:**

- a. Perform the duties of the President in her absence or inability to serve if the First Vice President/President Elect cannot serve.
- b. Work with the Program Chairmen on the GFWC Georgia Plans of Work through obtaining and distributing informational materials; meeting with the program chairman to emphasize the importance of their job and the responsibility they have to the clubs, district and state; encourage open communication with all clubs in district and state chairmen; maintain a close working contact with your District President.
- c. Provide leadership training in conjunction with the LEADS chairman.
- d. Assist clubs with reporting inquiries and hold reporting workshops.
- e. Present an officer's report at all Executive Board and District Meetings.
- f. Attend all district and state meetings.

**RECORDING SECRETARY SHALL:**

- a. Keep minutes of all official proceedings of the NW District of GFWC Georgia.
- b. Send copies of minutes to the appointed reading committee members to read and approve within ten (10) days after the district meeting.
- c. Retain an original copy of the minutes in the official district minutes book and send duplicate copies to the District President and to the GFWC Georgia Headquarters within fifteen (15) days after the district meeting.
- d. E-mail minutes from District meetings to all club presidents.
- e. Club presidents to have a copy available for their members at club meetings.



- f. Send her successor within thirty days (30) after the close of her term of office all NW District properties in her possession.
- g. Present an officer's report at all Executive Board and District Meetings.
- h. Attend all district and state meetings.

**TREASURER SHALL:**

- a. Assume office at the close of the Spring District Meeting in the even year.
- b. Sign checks for the District and with the District President have her name on the current account.
- c. Prepare a Financial Report of all monetary activities for all meetings of the District.
- d. There will be a Finance Committee that shall consist of the President, President-Elect, Treasurer and they shall prepare the budget for the next administration.
- e. Submit the proposed budget for the next administration at the Spring Board Meeting.
- f. Submit copies of all Financial Reports to the GFWC Georgia State Office for filing.
- g. Present an officer's report at all Executive Board and District Meetings.
- h. Shall follow standard accounting practice for Nonprofit Treasurers including;
  - 1. Keep all accounting records and books current.
  - 2. Must deposit checks and/or cash within two weeks of receipt.
  - 3. All checks should be marked "For Deposit Only" to district account number.
  - 4. Members of the Finance Committee; President, President-Elect and Treasurer, shall receive notice of all electronic activity on district bank accounts.
  - 5. Outgoing funds to the Treasurer require the President's signature.
  - 6. Treasurer shall operate within the approved budget unless otherwise directed by the President, Finance Committee or Executive Board.
  - 7. Ensure the bank account has two signers, President and Treasurer.
- i. Attend all district and state meetings.

**CORRESPONDING SECRETARY SHALL:**

- a. Conduct correspondence of the District under the direction of the District President.
- b. Read any incoming correspondence at district meetings as directed by the District President.
- c. Accept any further duties as assigned by the District President (i.e., collating district yearbooks).
- d. Send get well cards, letters of condolence to district officers and other correspondence at the direction of the board.
- e. Present an officer's report at all Executive Board and District Meetings.
- f. Attend all district and state meetings

**PARLIAMENTARY ADVISOR SHALL:**

- a. Assist the District President with interpretation of district and state bylaws and guidelines following *Revised Robert's Rules of Order*.
- b. Present an officer's report at all Executive Board and District Meetings.
- c. Attend all district and state meetings.

**DISTRICT STANDING COMMITTEE CHAIRMEN**  
**JOB DESCRIPTIONS**

**COMMUNITY SERVICE PROGRAM CHAIRMAN SHALL:**

- a. Have knowledge of and be in possession of the GFWC and GFWC Georgia Plans of Work.
- b. Share information with the Club Program Chairmen and assist when needed.



- c. Present GFWC and GFWC Georgia Plans of Work at the first Fall District Meeting of the new term of officers in the even year.
- d. Serve as a resource to clubs, i.e. (help find speakers, update changes to programs and answer reporting questions.)
- e. Present citations at Spring District Meeting under the direction of the District Awards Chairman
- f. Present an officer's report at all Executive Board and District Meetings
- g. Attend all district and state meetings

**AWARDS CHAIRMAN SHALL:**

- a. Keep a record of all District Awards, including pictures of all silver awards, criteria for judging, and retirement dates
- b. Judge any special reports on District level that is listed in criteria for report
- c. Collect all silver awards from clubs prior to Spring District Meeting and be sure they are cleaned and polished before presenting
- d. Prepare all CSP Program citations from information from State Awards Chairman
- e. Compile all judging results sent from State Awards Chairman and prepare list to distributed to clubs at Spring District Meeting
- f. Display silver awards at Spring District Meeting and identify each one
- g. Present all citations, with help from Program Chairman, and silver awards at the Spring District Meeting
- h. Contact individual or club to which, a silver award is to be retired, inviting them to be present at the Spring District Meeting to receive the retiring award
- i. Accept proposals of new awards and present them to District Executive Committee for approval
- j. Complete form sent from State Awards Chairman and return as requested. Include all information on all District awards
- k. Notify State Awards Chairman of any award changes during two-year administration
- l. Present an officer's report at all Executive Board and District Meeting
- m. Attend all district and state meetings

**COMMUNITY IMPACT CHAIRMAN SHALL:**

- a. Have knowledge of the GFWC and GFWC Georgia Plans of Work regarding Community Impact awards and reporting.
- b. Provide assistance to club chairmen with strategic planning, task assignments and suggestions. Resource availability and timeline completion
- c. Encourage each club to participate in a Community Impact project during the next two years for the betterment of their respective communities.
- d. Present an officer's report at all District Meetings.
- e. Attend all district and state meetings.

**CREDENTIALS CHAIRMAN SHALL:**

- a. Keep an orderly record of delegate attendance for each District Meeting.
- b. Have a working knowledge of requirements for the voting body structure for the District Meetings.
- c. Shall present two (2) Credentials Reports at District Meetings ~ Preliminary and Final.
- d. Attend all district and state meetings.

**ELLA F. WHITE ENDOWMENT FUND CHAIRMAN SHALL:**

- a. Have knowledge of the Ella F. White Endowment Fund history, current procedures for use of funds, suggested club payment amount and acknowledgement of memorial gifts
- b. Present an officer's report at all Executive Board and District Meetings



- c. Attend all district and state meetings

**FUNDRAISING CHAIRMAN SHALL:**

- a. Work with the District President and host club for suggestions of selling items to raise funds for the district treasury or special projects
- b. Present an officer's report at all Executive Board and District Meetings
- c. Attend all district and state meetings

**GFWC & GFWC GA CLUBWOMAN MAGAZINES CHAIRMAN SHALL:**

- a. Have knowledge of subscription procedures, costs and contact persons
- b. Present an officer's report at all Executive Board and District Meetings
- c. Attend all district and state meetings

**GFWC SIGNATURE PROGRAM CHAIRMAN SHALL:**

- a. See GFWC Signature Program outline for project ideas.

**LEADERSHIP/LEADS CHAIRMAN SHALL:**

- a. Encourage leadership skill training and involvement of membership in active roles of volunteering in community, state and national activities.
- b. Offer suggestions to clubs for programs and workshops on the topics including but not limited to stress and change, motivation, goal setting, communications, public speaking, protocol, conflict resolutions, etc.
- c. Present a report at all district board and general meetings.

**LEGISLATIVE CHAIRMAN SHALL:**

- a. Offer assistance to clubs to carry out state legislative platform plus offer to assist with planning and conducting special legislative workshops.
- b. Monitor proposed legislation and regulation at the Federal and State levels of government.
- c. Encourage clubs to get to know the members of Congress, State Legislators and their staff, especially their local members.
- d. Notify clubs of "Day at the Capital" and items of interest from GFWC and GFWC Georgia Magazines.
- e. Present an officer's report at all Executive Board and District Meetings
- f. Attend all district and state meetings

**MEMBERSHIP CHAIRMAN SHALL:**

- a. See 1<sup>st</sup> Vice President/President Elect job description for suggestion plan of work.

**MEMORIALS CHAIRMAN SHALL:**

- a. Request names of deceased club members within the District to prepare a Memorial Ceremony to be presented at each Spring District Meeting.
- b. Notify GFWC Georgia State Memorials Chairman of deceased district members.
- c. Present an officer's report at all Executive Board and District Meetings.
- d. Attend all district and state meetings.

**PROTOCOL CHAIRMAN SHALL:**

- a. Assist district with following guidelines of protocol as suggested by the GFWC Georgia Protocol Chairman.
- b. Oversee the setup of the head table at District Meetings and make suggestions for courteous and respectful acknowledgement of special guests.



- c. Retain and update seating placards for the head table.
- d. Present an officer's report at all Executive Board and District Meetings.
- e. Attend all district and state meetings.

**PUBLIC RELATIONS/COMMUNICATIONS CHAIRMAN SHALL:**

- a. Photograph special events at each district meeting and use photos with news releases for local newspapers in the communities of the North West District.
- b. Request/receive local newspaper contact information from each Executive Committee member
- c. Use local Chamber of Commerce office to gain any other media information needed
- d. Encourage clubs to use their local media resources to advertise their club projects and events
- e. Present an officer's report at all district board meetings (dates and locations to be listed in the district yearbook)
- f. Attend all district and state meetings

**RESOLUTIONS AND BYLAWS CHAIRMAN SHALL:**

- a. Have a working knowledge of the GFWC and GFWC Georgia bylaws in order to assist clubs with questions as to our governing body.
- b. Keep aware of proposed resolutions and bylaw changes in GFWC and GFWC Georgia.
- c. Present an officer's report at all district meetings (dates and locations to be listed in the district yearbook).
- d. Attend all district and state meetings.

**SCRAPBOOK/HISTORIAN CHAIRMAN SHALL:**

- a. Request clubs to submit photos, news releases and memorabilia for the district scrapbook.
- b. Require club name, function, dates and names of members attached to or written on each picture.
- c. Suggest that clubs choose events that will best represent their club on two pages of the district scrapbook (do not accept excessive amounts of photos and other memorabilia).
- d. Present an officer's report at all district meetings (dates and locations to be listed in the district yearbook).
- e. Attend all district and state meetings.

**TALLULAH FALLS SCHOOL CHAIRMAN SHALL:**

- a. Have knowledge of the history and current goals of Tallulah Falls School.
- b. Report on emphasis projects benefiting Tallulah Falls School, especially GFWC Georgia President's and Jr. Director's Special TFS Project.
- c. Assist clubs with questions on fund raising, awareness enhancement and reporting.
- d. Present an officer's report at all Executive Board and District Meetings.
- e. Attend all district and state meetings.

**WOMEN'S HISTORY/1734 SOCIETY SHALL:**

- a. Have knowledge of the GFWC Women's History & Resource Center.
- b. Highlight the history of the past and present District.
- c. Present a program on GFWC Headquarters located at 1734 N St NW, Washington DC.
- d. Present an officer's report at all Executive Board and District Meetings.



**GFWC GEORGIA**  
**Day of Service**  
**Help a Ronald McDonald**  
**House**  
**in your area!**

**April 24, 2021 & April 23, 2022**

**The purpose of the Day of Service is to be visible, unified force in our state through work done in local communities!**

- **Clubs choose a Ronald McDonald House to sponsor during the next two years.**
- **Save those tabs and shower your Ronald McDonald house with gallon jars of pop tabs.**
- **If you are unable to shop, buy a Kroger gift card for your local Ronald McDonald House.**
- **Check to see if your district would like to sponsor a project to address a specific need.**
- **There will be a special report form for this activity. It will be sent to the Membership Committee for judging.**
- **Descriptions of project should include publicity, number of members participating, numbers of hours worked, cost if you used club money, dollars donated and effect it had on Ronald McDonald House.**

**Ronald McDonald homes are filled with more than help, they're filled with hope!**

Many families travel far from home and spend several weeks or months to get treatment for their seriously ill or injured children – a long time to be away or to divide a family. And, for children facing a serious medical crisis, nothing seems scarier than not having mom and dad close by for love and support. A Ronald McDonald House provides a place for families to call home so they can stay close by their hospitalized child at little to no cost. Houses are built on the simple idea that nothing else should matter when a family is focused on the health of their child – not where they can afford to stay, where they will get their next meal or where they will lay their head at night to rest. We believe that when a child is hospitalized the love and support of family is as powerful as the strongest medicine prescribed.

# Celebrating 125 Years

Starting in January 2021, club members of the GFWC Georgia will be challenged to participate in activities **“To Glimpse the Future, To View the Past.”** In addition to the monthly activities, online and print activities to engage all clubs and members in celebrating 125 years as State Federation are planned.

Monthly Activities		
Month	Activity	Program
January 2021	Donate 125 gloves, mittens, or socks to your local domestic violence shelter.	Signature Program
February 2021	Create 125 Valentine Day cards and deliver to your local nursing/assisted living home.	Arts & Culture
March 2021	Donate 125 glue sticks to your local art class, troop, or classroom.	Arts & Culture OR Education & Libraries
April 2021	Donate 125 items to your local Ronald McDonald House.  Attend the 125 <sup>th</sup> Anniversary Gala and Ribbon Cutting at the State Convention.	Health & Wellness OR Membership's Day of Service
May 2021	Celebrate the 125 <sup>th</sup> day of the Year – host a Cinco de Mayo event – by raising \$125 to donate to the club chosen place.	
June 2021	Take 125 steps together in a local, state, or national park.	Health & Wellness
July 2021	Place 125 “Stay Safe” flyers created by club women for your community in local businesses.	Civic Engagement
August 2021	Donate 125 pencils to your local elementary school.	Education & Libraries
September 2021	Donate 125 “FARE” flyers to local pediatricians, librarians, etc. to promote the President’s Special Project.	Health & Wellness
October 2021	Donate \$1.25 per member to UNICEF’s Trick or Treat boxes.	Advocates for Children
November 2021	Recycle 125 bottles/cans to raise awareness of Recycling Day on November 15.	Environment
December 2021	Write 125 thank you cards to our military personnel.	Civic Engagement



# CAPITAL CAMPAIGN

## “THE CAMPAIGN FOR THE FUTURE”



GFWC is into the home stretch as the 2020-2022 Administration begins the final leg of the “Campaign for the Future!” In our dash to the finish line, we are racing towards a spectacular finale and celebration of the 100<sup>th</sup> Anniversary of GFWC’s guardianship of 1734 N Street NW, Washington, DC. Every member can stake a claim of pride and proprietorship in our beautiful and historic Headquarters, linking arms with past GFWC sisters who raised more than \$75,000 in 1922 to purchase the magnificent mansion on N Street.

### JOIN US IN RUN FOR THE ROSES

The goal for the final phase of the Campaign is \$1,000,000! We hope every member will take part in this effort to protect and preserve our GFWC Headquarters, so opportunities are offered to fit everyone. As we head for the finish line, please consider one of the three recognition levels as an individual or group gift. Work together as a club, District, State Federation, and Region to encourage every member to invest in the “Campaign for the Future.”

### RUN FOR THE ROSES OPPORTUNITIES

Three recognition levels for participation:

**\$202.20 - \$499.99**

Receive a GFWC Headquarters Bookmark

**\$500.00 - \$999.99**

Receive a *Run for the Roses* logo item

**\$1,000 and Beyond**

Receive a dazzling Jeweled Rose Pin

For more than 130 years, GFWC members have raised funds in support of worthy causes and the organizations that promote them. Now, the time has come for us to make a significant investment in ourselves. At various periods in history. Clubwomen throughout the United States and across the world have quietly, efficiently, harmoniously, and steadfastly banded together as united members with a common purpose to achieve the greater good. The success of the “Campaign for the Future” will help us continue this work.

Use the enclosed donation form to send in your contribution. Donations via credit cards can also be made through the GFWC Website Member Portal or by calling GFWC Headquarters at 202-347-2937.