

Garden Art and Craft Class
By Carol Lazzarino, Chair and Dee Rolfe, Co-Chair

List of duties for 2018/2019

Plan two Garden Art or Craft Workshops

Pick a theme for the class and make a prototype for members to see via photos in newsletter or at general monthly meeting. Provide sign up sheets at the meetings, as well as, do an eblast for members that might not be attending the general meeting.

Determine a cost for material and supplies and come up with a cost for each class. Select a date, location and time needed for the workshop.

Send an income and expense sheet for the class to the current treasurer for each class and for reimbursement to chairs for money to purchase the necessary supplies. On occasion we might request members to bring some nominal supplies that they would probably have at home so that we don't need to purchase large quantities of scissors, glue, and sometimes plant material as everyone has their own taste in what they want to design.

This is supposed to be a class for the members to make and take since they are covering a portion of the cost for the class and not a workshop to make crafts to sell at fundraising events. This is a fun learning experience and everyone usually wants to keep what they craft.

The budget will be taken in to consideration to help offset some of the costs of the class if necessary due to no shows etc.

The chair will request dates for each class so that the venues can be secured in advance. In the past, both the fire station and Village Park have worked due to the fact they have large tables and chairs to accommodate approximately 15 people. We will try to limit the class to 3 hours, however, in some cases we might need 4 hours.

Prefer to schedule first class End of Oct or Early Nov and second class early Feb.

