



GARDEN CLUB
O F V I R G I N I A

Handbook for GCV Member Club Presidents

Kent-Valentine House
12 East Franklin Street
Richmond, VA 23219
804-643-4137

GCV Officers and Board Chairmen 2017 – 2018.....	3
Directors at Large 2017 – 2018.....	3
GCV Staff.....	3
2017 -2018 Dates to Remember	4
GCV Member Club Policy	5
GCV Annual and Board of Governors Meetings.....	6
GCV Dues and Fees.....	7
Gifts and Financial Contributions.....	8
GCV Awards.....	9
GCV Journal	11
GCV Conservation and Beautification	13
GCV Position Statements	14
GCV Horticulture	15
Flower Arranging.....	15
GCV Daffodil Day.....	15
Becoming a Judge and Judging a GCV Flower Show.....	15
Historic Garden Week	16
GCV Restoration.....	16
GCV Centennial.....	17
GCV Virginia State Parks Centennial Project	17
Hosting a Meeting at the Kent Valentine House	19

GCV Officers and Board Chairmen 2017 – 2018

President	Nina Mustard, Williamsburg Garden Club
First Vice President.....	Jean Gilpin, Winchester-Clarke Garden Club
Second Vice President.....	Susan Robertson, James River Garden Club
Treasurer	Betsy Worthington, Lynchburg Garden Club
Recording Secretary	Tricia Garner, Rappahannock Valley Garden Club
Corresponding Secretary.....	Sue Rosser, Martinsville Garden Club
Parliamentarian.....	Ann Gordon Evans, Huntington Garden Club
Conservation and Beautification	Wendy Vaughn, Princess Anne Garden Club
Finance	Victoria Alexander, Hunting Creek Garden Club
Development.....	Debbie Lewis, Garden Study Club
Flower Shows	Susan Wight, Princess Anne Garden Club
Historic Garden Week	Stephie Broadwater, Nansemond River Garden Club
Horticulture	Catherine Madden, Lynchburg Garden Club
Restoration.....	Dianne Spence, Williamsburg Garden Club

Directors at Large 2017 – 2018

District 1
Janet Rosser
The Ashland Garden Club
rosser89@verizon.net

District 4
Kris Carbone
The Garden Club of Danville
kcarbone@gamewood.net

District 2
Meg Laughon
The Hillside Garden Club
meg.laughon@gmail.com

District 5
Tuckie Westfall
The Garden Club of Alexandria
tuckie@comcast.net

District 3
Sidney Jordon
The Hampton Roads Garden Club
Sidenyj224@gmail.com

District 6
Ellen Upton
The Elizabeth River Garden Club
EUptonM@aol.com

GCV Staff

Executive Director	Lynn McCashin
Director of Historic Garden Week and Special Events	Karen Ellsworth
Director of Development	Lexie Haglund
Communications Coordinator	Ann Heller
Office and Event Coordinator.....	Quan McGough
HGW Administrative Coordinator and HGW Advertising.....	Teri Lowman
Bookkeeper.....	Kathy Knollmann
KVH Manager	Lee Mondesier

2017 -2018 Dates to Remember

September 26 -27, 2017 GCV Fall Symposium

September 27, 2017 Flower Arranging School @ GCV Symposium

October 10 – 12, 2018 Board of Governors, Lexington

October 27, 2017 GCV Conservation Forum, Charlottesville

January 22, 2018..... Legislative Day

April 28, 2018 GCV Daffodil Day

April 21 -28, 2018 HGW in Virginia

May 15-17, 2018..... GCV Annual Meeting, Martinsville

June 5 – 6, 2018 Horticulture Field Day, Lynchburg

June 13, 2018..... GCV Growing and Showing Lilies

June 26-27, 2018 HGW Boot Camp

GCV Member Club Policy

Member Clubs may ...

- set the number of its constitutional membership.
- apply for 501(c)(3) tax-exempt status as individual organizations.
- join any organization they believe beneficial to their club's interests and objectives.
- list the Garden Club of Virginia name on their club stationery.

Member Clubs may not ...

- use the 501(c)(3) tax-exempt status granted to the Garden Club of Virginia.
- use the GCV Employer Identification Number assigned by the IRS to the GCV.
- use or give permission for use of the Garden Club of Virginia name in conjunction with non-member affiliations without permission of the GCV Board of Directors.

Member Clubs are expected to ...

- promote the mission of the Garden Club of Virginia.
- participate in Historic Garden Week.
- host GCV Annual or Board of Governors meetings upon request.
- actively participate and support GCV events.

Member Club Presidents are expected to ...

- appoint a chairman in each of the following areas: Awards, Centennial, Conservation and Beautification, Daffodil, Database Management, Finance, Flower Shows, Historian, Historic Garden Week, Horticulture, Journal, Lily, Public Relations and Rose.
- ensure club's database is current at all times.
- encourage club members to attend and assume responsibility for sending representatives to GCV workshops, forums, activities and events.
- provide information and documentation as requested by GCV leadership.
- ensure the distribution of the GCV Directory and Handbook to all constitutional club members.
- schedule a visit of the GCV President during the President's term of office. This visit may be joint meeting with other member clubs.
- arrange club vote for Common Wealth Award and Bessie Bock Carter Conservation Award
- attend the Annual and Board of Governors meetings and report the business transacted to club member clubs.
- provide horticulture displays at Annual and Board of Governors meetings.
- submit annual club histories.
- ensure payment of club's GCV dues by March 1.

The membership directory of the Garden Club of Virginia may be used for GCV events only. Any other use is strictly prohibited without the written consent of the Garden Club of Virginia Board of Directors.

GCV Annual and Board of Governors Meetings

The Garden Club of Virginia holds two business meetings annually, each hosted by a member club. The Annual meeting is held each spring for the election of GCV officers and directors and for decisions concerning GCV policy changes. The Board of Governors meeting is held each fall, primarily for business purposes not involving a change in policy, and for discussion and exchange of ideas among the presidents of member clubs. Host clubs should refer to the Handbook for Planning the Annual Meeting and the Board of Governors Meeting, located in the member area of the GCV website.

GCV Member Club Presidents attend the BOG meeting. GCV Member Club Presidents and one delegate from each member club attend the Annual meeting.

Host Clubs for Annual Meetings

May 15 -17, 2018 The Garden Study Club (Martinsville)

May 2019 Elizabeth River Garden Club (Portsmouth)

Host Clubs for Board of Governors Meetings

October 10-12, 2017 The Blue Ridge Garden Club (Lexington)

October 16-18, 2018 The Hunting Creek Garden Club (Alexandria)

GCV Dues and Fees

GCV dues contribute to the administrative costs of the programs and services provided by GCV to member clubs and their members. A member's dues include a subscription to the Journal.

- The one time initiation fee of a member club shall be \$100.00.
- GCV annual dues shall be \$40.00 per dues-paying member of GCV member Clubs.
- Each member attending the Annual or Board of Governors meeting shall pay a maximum registration fee of \$130.00 per meeting.

DUES DEDUCTIBILITY

- Member dues paid to the GCV are tax deductible to the member. GCV is an education organization and the benefits that members receive as a result of membership include educational meetings, workshops in a variety of disciplines, programs, lectures, tours, publications of organizational news, and demonstrations that are educational in nature.
- Dues paid to the member club may be deductible, as well, if the club has been determined to be exempt under applicable rules of the Internal Revenue Code 501(c) (3) and if the sole purpose of the money collected is to provide for educational opportunities for members. If a local accountant or attorney does not agree with this opinion stated by the GCV accountant, the member club would be advised to give priority to local counsel.

TIMELINE FOR PAYMENT OF DUES

- Notice of dues payable shall be sent to club treasurers by February 1. The amount due is based on the amount paid the previous year and should be adjusted by the member club to reflect the amount due based on their current membership.
- If a member of a member club pays dues to a member club, the member club is responsible for dues of \$40 to the Garden Club of Virginia. If a member belongs to more than one GCV member club and pays dues to each, each member club is responsible for GCV dues for that member.
- All dues are payable to GCV by March 1.

Gifts and Financial Contributions

The Garden Club of Virginia members' dues do not support any of the GCV funds. The Garden Club of Virginia is a tax exempt organization pursuant to section 501(c) (3) of the Internal Revenue Code; therefore, donations are deductible to the full extent allowed by law. Contributions to the Garden Club of Virginia can be made as follows:

Checks made payable to the Garden Club of Virginia should be sent to:

The Garden Club of Virginia
Attn: Director of Development
Kent-Valentine House
12 E. Franklin Street
Richmond, VA 23219

GCV Funds include:

- **The Garden Club of Virginia Annual Fund:** The Garden Club of Virginia's Annual Fund was established in 2009 to provide unrestricted funds for the operation of the Club. Funds raised in one year are available to meet the needs of the following year's operating budget.
- **The Garden Club of Virginia Endowment:** The Garden Club of Virginia Endowment was established in 1998 for long-term investment to provide a portion of the Garden Club of Virginia's operating expenses and for significant needs for the Kent-Valentine House.
- **The Garden Club of Virginia Conservation Fund:** Established in 2007, the Garden Club of Virginia Conservation Fund is designated for long-term growth to fund the Bessie Bocock Carter Conservation Award on an annual basis and other Club conservation projects.
- **The Common Wealth Award Fund:** The Common Wealth Award Fund was established in 1979 and is designated for long-term investment to provide annual grants to member clubs to promote projects in the areas of conservation, beautification, horticulture, preservation and education.

Additionally, donations may be made to:

- **Restoration:** Along with the proceeds from Historic Garden Week, donations will be used for the restoration of historic gardens open to the public throughout the Commonwealth of Virginia.

Gifts of stock can be made by contacting Lexie Haglund, Director of Development at 804-643-4128.

Online contributions can be made by accessing the Garden Club of Virginia website at www.gcvirginia.org

Planned giving questions and policies should be directed to the Director of Development at 804-643-4128.

GCV Awards

The prestigious Garden Club of Virginia Awards listed here are presented annually by the Garden Club of Virginia.

Annabel Josephs Inter Club Artistic Award

A perpetual trophy given in appreciation for the efforts of the Garden Club of Virginia members on behalf of the art of flower arranging. The trophy is awarded to the member club accumulating the greatest number of award points in the Inter Club Class from Annual Meeting to Annual Meeting. It was presented for the first time at the 2003 Annual Meeting.

Bessie Boccock Carter Conservation Award

Established at the Annual Meeting, May 2009 to fund implementation of a conservation project that will serve as a catalyst for community action. It is a monetary award for natural resource conservation or environmental protection within the Commonwealth. Henceforth, winners of the Bessie Boccock Carter Conservation Award will be announced at the GCV Annual Meeting. (Please note the new nomination deadline: November 1)

Common Wealth Award

This award was established in May 1979 to provide annual grants to the community projects of the Garden Club of Virginia's member clubs. The two word name Common Wealth was chosen to describe the "wealth" that is "common" to all Virginians. The projects must focus on conservation, beautification, horticulture, preservation or education. Proposals must be submitted to the Chairman of the Awards Committee by March 1. Candidates are announced at the Annual meeting. Member clubs cast ballots in September and send their votes to the Board of Governors meeting by their President. Votes are tallied and the winning projects are announced at the Board of Governors meeting.

de Lacy Gray Conservation Medal

A memorial to de Lacy Thompson Gray, given originally by the Dolley Madison Garden Club, it is presented to an individual member, or a member club, of the GCV. First awarded in 1965, it recognizes outstanding effort to further the knowledge of our natural resources and to encourage their wise use. (Nomination deadline March 1)

Dugdale Award for Meritorious Achievement in Conservation

First awarded in 1974 and named in 1989 for Mrs. Arthur A. Dugdale of the Ashland Garden Club, an outstanding member of the GCV who originated the Conservation Forum. It is presented to an organization, industry or an individual who is not a GCV member for outstanding work in conservation. (Nomination deadline June 1)

Conservation Educator Award

Established in 2016, the Conservation Educator Award is designed to recognize individuals or organizations whose work in an educational environment supports the conservation ideals of the Garden Club of Virginia. (Nomination deadline June 1)

Horticulture Award of Merit

Established in 1960 for individual members of the Garden Club of Virginia who have achieved significant accomplishments in horticulture, both personally and in the community at large. (Nomination deadline March 1)

Massie Medal for Distinguished Achievement

Inaugurated in 1928 by Susanne Williams Massie during her presidency and given by her until her death in 1952, the Massie Medal for Distinguished Achievement has been given since 1952 as a memorial to Mrs. Massie. The medal, the oldest and most prestigious award of the GCV, is awarded to an individual member or to a member club of the Garden Club of Virginia who has served with unusual dedication and distinction. Each recipient must have been effective in promoting the betterment of the club by demonstrating excellence in horticulture, restoration, preservation or conservation of the natural resources of our Commonwealth. Nominees are proposed by a member club and endorsed by two other members clubs. The proposals and endorsements from member clubs must be submitted in writing to the Chairman of the Awards Committee by December 1. The award is presented at the Annual meeting. (Nomination deadline December 1)

GCV Journal

The Garden Club of Virginia *Journal* is published quarterly and is designed to address the interests and promote the activities of the Garden Club of Virginia and its member clubs. Organized to enhance and strengthen communication within the GCV, the *Journal* focuses on the mission of the organization: conservation and beautification, restoration, and education. Approximately 3,600 copies of each issue are mailed to members and subscribers.

All dues paying members of the Garden Club of Virginia are entitled to a *Journal* subscription. Archive copies of the *Journal* are located in the Kent-Valentine Library, and copies of the *Journal* dating back to June 2006 may be downloaded from the GCV website.

Journal articles may be emailed to journal@gcvirginia.org. Instructions for *Journal* submissions are located on the GCV website at www.gcvirginia.org/journal.cfm. Deadlines for submission of articles are the 15th of January, April, July and October.

Instructions for *Journal* Submissions

*by the Editorial Board
The Garden Club of Virginia*

Articles for the *Journal* must be typed in Microsoft Word and submitted electronically to the *Journal* editor at Journal@gcvirginia.org as attachments, not imbedded in email. A confirmation of receipt of the article will be sent.

Articles should be in narrative form and must be 450 words or fewer. The number of words in the article should be noted at the end of the article. (Word Count is useful for this.)

The title of the article should be centered at the top of the page in Times New Roman, font size 14. The byline and the article should be in Times New Roman, font size 12. The byline, giving the author's name, should be followed by the name of the garden club of which the author is a member and both of these lines should be in italics. If it is applicable, her title may be included.

Care should be taken to use the correct name of a garden club. Some clubs have The as part of their name, others do not. *The GCV Directory and Handbook* and the GCV website provide this information.

Paragraphs should be indented and there should be no space between lines or paragraphs. There should be one space after a period. Book and magazine titles as well as website addresses should be italicized. The use of bold print, capital letters or italics for emphasis as well as the use of exclamation points, dashes and unnecessary quotation marks is discouraged. In most cases these will be edited out.

If information such as an announcement of an event is submitted with no article, the Editorial Board will print the information in a template format. If the announcement is also on the GCV website that fact should be noted. Articles of 200 words or fewer may be accepted for Club News as space allows. A photograph may be included. Photographs must be submitted to the *Journal* address electronically in JPEG, TIFF, PNG, EPS, PDF or PSD format at least 216 ppi.

Deadlines are as follows:

January 15 for the March issue April 15 for the June issue

July 15 for the September issue October 15 for the December issue

This article has been written to resemble as closely as possible a correct submission to the *Journal*.

377 words

GCV Conservation and Beautification

From its beginning in 1920, the Garden Club of Virginia accepted the role of focusing public attention on conservation issues around the state by establishing Conservation as its first Standing committee. The GCV pledged to conserve natural resources, plant trees and deal with pests and pesticides.

Today the Garden Club of Virginia focuses attention on legislative, educational, and gardening issues as they relate to conservation and beautification through the following initiatives:

The GCV Annual Conservation Forum is open to the public and provides an opportunity for members to meet with leading conservationists in Virginia and to attend educational lectures. To encourage appreciation and protection of Virginia's natural beauty, the forum is held at various locations around the commonwealth.

The Conservation Committee workshop provides leadership training to member club Conservation and Beautification Chairmen.

Legislative Day presents a variety of educational topics relating to conservation issues and provides an opportunity to meet with legislators.

The Garden Club of Virginia's focus on conservation and beautification is reflected in the prestigious awards presented annually. The Bessie Bocock Carter Conservation Award, the de Lacy Gray Conservation Medal and the Dugdale Award for Meritorious Achievement in Conservation provide recognition or monetary rewards to deserving members, member clubs or organizations. Please see the GCV *Directory & Handbook 2016-2018* or visit www.gcvirginia.org/awards.cfm for more information.

Advocacy and Political Activity

The Conservation and Beautification Committee is the only committee that speaks in the name of the Garden Club of Virginia regarding legislative matters.

The Conservation and Beautification Committee may advocate in the name of the Garden Club of Virginia only with the approval of the Board of Directors.

Individual members or committees of the Garden Club of Virginia may not engage in political or electoral activity in the name of the Garden Club of Virginia.

Conservation and Environmental Studies Fellowship

Purpose: To support research having to do with the conservation of natural resources and/or environmental studies concerning flora, fauna or community (cultural practices) that directly impact the Commonwealth of Virginia.

Provision: Provides an annual grant of up to \$4000 for study and research at an accredited university in the Commonwealth of Virginia.

Eligibility: Open to undergraduate or graduate students attending an accredited university in the Commonwealth.

Selection: Candidates will be selected by a committee composed of the President of the GCV*, Chair of the GCV Conservation Committee, an at large member of GCV, and a faculty member of a university in a related field.

*For at least the first two cycles

GCV Position Statements

Climate Change

Virginia's natural resources are challenged and stressed by climate change. Many native species face invasive plants, insects and diseases that threaten their continued existence.

Therefore, the Garden Club of Virginia supports:

- Independent, academic, peer-reviewed scientific research of climate change phenomena
- Educational programs for members and the general public about the causes and consequences of climate change
- Individual and state-wide initiatives to control greenhouse gas emissions
- Individual and state-wide initiatives to protect the Chesapeake Bay and its tributaries
- Individual and state-wide initiatives to support sustainable forests to protect Virginia watersheds and promote clean air
- Legislative initiatives to address climate change

Land Use in Virginia

The Commonwealth of Virginia offers a rich diversity of geographic character, scenic beauty, native wildlife and cultural heritage. These factors make our state a desirable place to live.

The Garden Club of Virginia strives for preservation and beautification of open spaces, historic areas, and environmentally sensitive habitats by promoting responsible, effective land use planning. The club considers these activities essential to the Commonwealth's long-term economic health. The club's position is to encourage its members to be informed advocates for proper land management practices, particularly those involving long-term protection of air, water and soil qualities and to encourage local organizations and governing bodies to support responsible residential and commercial development.

Uranium Mining

The Garden Club of Virginia exists to celebrate the beauty of the land, to conserve the gifts of nature and to challenge future generations to build on this heritage.

The Garden Club of Virginia supports the continuation of the moratorium on uranium mining until the Commonwealth is assured that the mining can be done safely, and that financial resources are available to fund a sufficiently long-term regulatory oversight system to conserve and protect Virginia's natural resources.

GCV Horticulture

The Garden Club of Virginia strives to provide horticultural education and to stimulate interest in horticultural activities. The Annual and Board of Governors meetings include member club horticulture exhibits with an educational focus for attendees.

Member Collections

Collections of daffodil, lily and rose specimens are selected annually by their respective standing committees. Members are encouraged to purchase the collections to gain horticulture knowledge and to exhibit horticulture specimens. Collection archives are posted on the GCV website with photos included for reference. Each member club will receive information concerning the rose, lily, and daffodil collections through their chairman.

Horticulture Exhibits

Annual and Board of Governors meetings include horticulture exhibits. The Garden Club of Virginia Horticulture Committee determines if the horticulture exhibits will be provided by the GCV Horticulture Committee or by the Horticulture Committee Chairmen of member clubs. The host clubs for Annual and Board of Governors meetings are not required to rent extra space for the horticulture exhibits. It is the intent of the GCV Horticulture Committee that the horticulture exhibits be small and relative to the meeting's theme.

Horticulture Tours and Workshops

The Garden Club of Virginia hosts a number of garden tours annually. Horticulture Field Day is held late spring or early summer and features gardens with horticultural significance or interest. Annual and Board of Governors meetings often include garden tours.

Flower Arranging

The success of Historic Garden Week each year depends upon the skills of members of the Garden Club of Virginia to create flower arrangements for the homes on tour. The Garden Club of Virginia provides opportunities for members to learn and improve flower arranging skills through participation in Flower Arranging School and workshops. Flower arranging school is now offered as part of Symposium and features demonstrations and lectures by noted flower arrangers.

GCV Daffodil Day

GCV Daffodil Day is March 28, 2018! Celebrate with ADS judged horticulture at the John Marshall and GCV judged floral design at the Kent-Valentine House.

Becoming a Judge and Judging a GCV Flower Show

Contact Flower Shows Committee Chair indicating interest in becoming an artistic judge.

The prospective judge must be a member of a GCV club.

Please consult *Becoming a Judge and Judging a GCV Flower Show* online resource located on the GCV website.

Historic Garden Week

America's Largest Open House is Virginia's Oldest Volunteer Tourism Project.

Presented by the Garden Club of Virginia, Historic Garden Week encompasses 30 tours organized and hosted by member clubs. For more than 80 years, the nation's only statewide house and garden tour has contributed to our state and regional economies. The economic impact of Historic Garden Week over the last 45 years is estimated to be over \$425 million.

HGW Dates:

- April 21-28, 2018
- April 27-May 4, 2019
- April 18-25, 2020

HGW Funds at Work

Funds received through HGW efforts support three extremely worthy projects including:

- Landscape restorations
- Two Historic Landscape Research Fellowships annually
- Virginia State Parks Grants (\$500,000 committed through 2020)

GCV Restoration

The Garden Club of Virginia's first restoration was in 1929 at Kenmore in Fredericksburg, the home of George Washington's sister, Betty Washington Lewis. Since that time the Garden Club of Virginia has used proceeds from its signature event, Historic Garden Week in Virginia, to restore and preserve a vital segment of Virginia's landscape. Nearly 50 restorations have been completed to date.

A presentation documenting the work of the Restoration Committee can be arranged by contacting the committee chairman.

Principles

- Each garden must be open to the public on a regular basis. Private properties are not to be considered for restoration projects.
- The property's governing body must approve the restoration project.
- The property's governing body must agree to maintain the restoration.
- The Garden Club of Virginia engages professional landscape architects to plan and oversee the restorations.

Design Ownership Policy

The Garden Club of Virginia owns the copyright to the designs it has funded for its restoration projects. Any use of those designs to recreate elements of those restoration projects without explicit written approval of the Restoration Committee of the Garden Club of Virginia is prohibited.

Historic Landscape Fellowships

The Rudy J. Favretti Fellowship – The purpose of this fellowship is to execute measured drawings of historic gardens in private ownership.

The William D. Rieley Fellowship – The purpose of this fellowship is to research and document historic gardens not held privately

The Application for Historic Landscape Restorations can be found on the GCV website at www.gcvirginia.org and shall be made to the Chairman of the Restoration Committee of the GCV.

GCV Centennial

The GCV will celebrate its centennial in 2020. There will be a celebration including special programs and a party in Richmond on May 13, 2020. The goal as written in the GCV Strategic Plan is "To create a celebration which is visible and lasting; is statewide in its nature; unites member clubs and garners statewide publicity".

The Centennial is also an opportunity to share with the public the impact that the GCV has had on Virginia over the past 100 years and at time to think about our impact for the future. Each member club should consider the same!

There will be an exhibit at the Virginia Historical Society in the spring of 2020 to illustrate the story of our historic impact on the Commonwealth. Items are being requested from the member clubs to help tell our story through this exhibit. Please contact Joanna Catron of the GCV Centennial Exhibit Committee concerning items that you may have.

Each club should have a Centennial Liaison.

GCV Virginia State Parks Centennial Project

History

The Garden Club of Virginia (formed in 1920) established its first committee; the Conservation and Beautification Committee. The organization has been working for the protection of natural resources within the commonwealth for nearly a century. The GCV has been involved with parks since the 1920's. In 1926, the Virginia Legislature created the State Commission on Conservation and Development. For the first time, the state had a single agency responsible for managing the conservation of its natural resources. Initially, the commission's efforts with regard to parks centered around acquiring lands for Shenandoah National Park, the first large national park in the east. By 1929, as acquisitions for Shenandoah were nearing completion, things began to change. The value of land held for public recreation and preservation of habitat for native animals and plants garnered public attention.

On Dec. 17, 1929, representatives of the Virginia Academy of Science, the Garden Club of Virginia and the Izaak Walton League held a meeting in Richmond to discuss the need for state parks. This meeting resulted in each organization passing a resolution in support of creating state parks and presenting those resolutions to Governor-Elect John Garland Pollard.

The Present

GCV will work directly with the Department of Conservation and Recreation and Virginia State Parks to accomplish our Centennial Project. Our goal is to fund projects that our clubs and parks coordinate together and that fall within our mission and the state parks mission: conservation, beautification, horticulture, preservation and/or education. The state parks have existing programs and initiatives such as Youth Conservation Corps, "Track Trails," and "Discovery Areas" that also could be of interest.

Funds from Historic Garden Week will fund our gift of \$500,000 over five years. Funds will be available for use in parks all over the state for projects which they and local clubs propose. Notes: Opportunities for projects are not limited to interactive exhibits as originally planned.

Director of Conservation and Recreation, Clyde E. Cristman stated "I am very excited about the opportunity for us to do great things, linking the interests of the Garden Club of Virginia with the many needs we have in State Parks and Natural Area Preserves."

Application Process

Deadline for applications is December 10. Applications can be submitted throughout the fiscal year (July 1 – June 30), but final decisions are announced by the end of January. The Parks Grant Committee strongly encourages telephone inquiries (804) 643-4137 and, when possible, meetings or site visits will be scheduled. Proposals submitted without contacting the GCV Executive Director before the grant deadlines will not receive priority consideration. Any questions or concerns about your grant proposal or the process should be directed to the Executive Director.

How your proposal is evaluated.

The Executive Director reviews all proposals to determine eligibility under the Centennial Project guidelines, and to ensure that proposals are complete. In some cases, the Executive Director may request additional information, but is not obligated to do so. The Parks Grants Committee meets early January and makes funding recommendations as a group. Applicants are notified promptly following final approval by the Board of Directors' at the Board's January meeting.

Projects submitted by clubs will be coordinated with the park manager. The park managers will follow protocol within the parks system set by DCR and the State Parks Director. This meaningful gift is now available to all parks and natural areas throughout the entire state. We look forward with great anticipation to working directly with the Virginia Department of Conservation and Recreation, the Director of State Parks and managers of our state parks.

Numbers and Fun Facts:

The Virginia Department of Conservation and Recreation manages a diversity of lands:

- 36 state parks
- 5 undeveloped parks
- 62 natural areas
- More than 120,000 total acres, mostly in state parks
- More than 600 miles of trails
- 262 cabins (located at Bear Creek Lake, Belle Isle, Chippokes Plantation, Claytor Lake, Douthat, Fairy Stone, First Landing, Hungry Mother, James River, Lake Anna, Natural Tunnel, Occoneechee, Shenandoah River, Smith Mountain Lake, Southwest Virginia Museum, Staunton River, Twin Lakes, Westmoreland)
- 22 five and six-bedroom cabins (Bear Creek, Belle Isle, Claytor Lake, Douthat, Fairy Stone, Hungry Mother, James River, Kiptopeke, Natural Tunnel, Occoneechee, Shenandoah River, Westmoreland)
- 1,673 campsites in 26 different parks
- 91 picnic shelters
- 22 visitor centers
- 11 swimming beaches
- 5 swimming pools
- 2 restaurants; 19 snack bars

State park attendance

- 8,882,941 (2015)

The Centennial Virginia State Parks Grant Application can be downloaded from the GCV home page – www.gcvirginia.org

Hosting a Meeting at the Kent Valentine House

The house is enjoyed by GCV clubs who hold their club meetings here. Horticulture and artistic arrangements are displayed in the parlors while members enjoy refreshments in the dining room. Business meetings are conducted on the third floor. Clubs also host member luncheons here. Garden Club of Virginia members can rent the KVH for a special member rate for private parties or functions.

Kent Valentine House
12 East Franklin Street, Richmond, VA 23219, 804-643-4137

Please consider hosting a club meeting at the KV House. It is a wonderful way to introduce your members to the GCV.

When You Have a Meeting...

1. Clear the date on the GCV calendar with the Communications Coordinator.
 - a. Fill out the Meeting Request form.
 - b. Inform Communications Coordinator of any equipment requirements (projector, screen, etc.)
2. Hostess should arrive at least 45 minutes prior to the scheduled meeting time to set up for meeting and to greet guests. Coffee, soft drinks, and water will be available in the meeting room. At the end of your meeting, please be sure all food (muffins, box lunches, etc.) is on the cart or in the trash. Remember: We recycle.
3. Most meetings need two greeters. A second club member should also arrive early to greet other members as they arrive and direct them to the meeting room. (They will be responsible for answering both doors.)
4. The club is responsible for its lunch. The names of three excellent caterers are below. The club may self-cater. If a more formal breakfast or luncheon on the first floor is desired, please inform the Communications Coordinator at least two weeks in advance and fill out the meeting request form. GCV staff will set up the plates, etc. The dining room may also be used for a buffet without the round tables.
5. Following the meeting please tidy the meeting/dining area. Turn out lights. Throw away all trash, being careful to sort recyclables.

Parking

- Surface lots (\$5.00 per day. Honor lots, have exact change) Behind KVH on Grace Street between 1st and Foushee.
- RMA Parking Deck (\$5.00 per day; \$.60 per hour) Between 2nd and Grace Streets (day entry is from Grace St. ONLY)
- Two-hour street parking wherever space is available. City parking patrol is vigilant.
- Please do NOT park in the spaces directly behind KVH. This is reserved for the GCV president and staff.
- If you have a handicapped member or VIP, arrange for them to ride with someone or call the Communications Coordinator in advance to make special arrangements.

Catering Options (or call the KVH for other suggestions)

1. Homemades by Suzanne 804- 775-2323
2. Chez Foushee 804-648-3225
3. Carlisle's Culinary Connections (804) 788-5888

Kent-Valentine House Meeting Request Form

This form can be downloaded from the GCV website at www.gcvirginia.org. Please complete the form and send it to Ann Heller, Communications Coordinator at the GCV.