



Leadership Workshop

Hosts: Palomar District & Fallbrook Garden Club

Friday, July 24, 2015

10:00 a.m. – 2:00 p.m.

Fallbrook Library Community Room

124 S. Mission, Fallbrook

FREE!

Bring a "brown bag" lunch – beverages provided

Just in time for the new club year, this workshop is intended primarily for **presidents and treasurers** but any member is welcome to attend. Think about inviting that newer member who may be considering taking an office in the future.

The workshop idea is the result of questions received about basic organizational structure and procedures and requests for assistance and training in how to be a more effective club officer. The discussion will include general leadership skills/requirements, basic parliamentary procedures (agendas, minutes, bylaws), what it means to be a non-profit organization, and the benefits/requirements of membership in the District, CGCI and NGC.

There will be plenty of time for Q&A.

You are welcome to bring a laptop, tablet or other internet connected device...we will have some hands-on practice in "where to find the information/answers" to many of your queries.

To ensure that we have enough chairs please submit the following information:

Club name

Number of members to attend

Your name (person submitting info) & email address

Send via email to:

Jane McKee

Jmckee1276@aol.com