

YB-5 SCALE OF POINTS

Format

- **Book Structure 2 points:** Practical, convenient size for membership, durable, neat. Yearbooks may be stapled, spiral, or 3- ring binders. Material should be well placed with ample margins and font size suitable for members to read.
- **Cover 2 Points:** Include name of State Garden, year, appealing design. If 3-ring binder cover is used, substitute with paper cover and include required information listed above, and so note.
- **Title Page 3 points:** Include name of State Garden Club, year, total membership, number of clubs, affiliation including NGC, region, other. Include name of NGC President, Regional Director, State President with each affiliation.
- **Table of Contents 3 points:** Number the yearbook pages and list topics with respective page numbers.
- **Subsequent Pages:** In any order most useful and best fit for page placement.
- **State Information 10 points:** List names, phone numbers, and e- mail addresses of state officers, committee chairmen, and district directors (if applicable)
- **National and Regional Information 10 points:** List name, theme, and projects of NGC President. List address, phone number, e-mail address of NGC Headquarters in St. Louis. List NGC website address: www.gardenclub.org and region website address. List Region Director's name and e-mail address. Include theme and projects.
- **Calendar of Events 10 points:** Include list of state meeting dates, schools, symposiums, workshops and special events. Include
national, regional, state and district conventions/board meetings. This will eliminate conflicts in scheduling.
- **Projects 20 points:** List projects as continuing or new, including name of chairman, locations, and description of project. New

projects are not required.

- **NGC Sponsored Schools 20 points-** Course information should be listed and explained.
- **Member Club Information 20 points:** Roster to include name, address, phone number, and e-mail address of each club president. List Youth Garden Clubs along with a person's name and contact information.
- **Options: No points given**
Budget; Bylaws; Former State Presidents; Duties of Chairmen; List of NGC Consultants and NGC Judges; NGC and Regional Awards Chairmen with Contact information.