

BUSINESS MEETING AT DISTRICT GATHERINGS

Suggested timing of the meeting is at the beginning of the day. The membership delegate usually conducts the meeting – allow 30-45 minutes.

The following are suggested topics to include. This is intended to be flexible and will change according to need:

Introductions (membership delegate)

- Officers and board members present
- HQ staff present
- Past board members present
- Committee members present
- Rosemary Circle members present
- Golden Sage members present
- Memorials
- Unit Chairs

News from Headquarters (president, vice president and/or executive director)

Updates on programs

- Plant Collections
- Promising Plants
- Seed Exchange
- National Herb Garden
- Research Grants
- Grants for Educators
- HSA Website

Important dates coming up

Newsletter and *Herbarist* deadlines

Annual meeting news

District Business (membership delegate)

- Next district gathering information
- District Fund
- Any other news
- Any board openings

Membership (membership delegate)

- Awards – remind everyone to nominate their members
- New benefits

Questions (membership delegate facilitates and directs questions appropriately)