

TREE PLANTING COMMITTEE

I. STATEMENT:

The Tree Planting Committee shall consist of the President-elect as chairman, and five members appointed by the President and approved by the Appointments Committee.

II. DUTIES:

- A. Plan and prepare for the planting of a tree in honor of the outgoing President. It shall be planted at This is the Place State Park or other location.
- B. This shall be a budgeted item.

III. PROCEDURE:

- A. Coordinate with This is the Place State Park or Capitol for a time for the tree planting. They will submit a choice to be planted.
- B. Have the President chooses the tree of her choice to be planted.
- C. Plan for time, program, tours, or light lunch at the time of the tree planting.
- D. Notify Executive Board of the arrangements.

IV. BIENNIAL REPORT:

A report of the Tree Planting Committee Chair shall be submitted at the time of the biennial business meeting. There shall be four (4) copies submitted, one (1) to remain with the Policy Chair for the Board Handbook and the remaining three (3) to the President, Recording Secretary and Historian.

FOR REFERENCE:

A complete set of the job descriptions is contained in the Executive Handbook which is in the possession of the President, President-elect, first and second Vice Presidents, Recording Secretary, Parliamentarian, Policy Chair and Immediate Past President.

Drafted: August 20013

Adopted March 19, 2014

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The committee functions under the Celebration Committee. March 19, 2015.