**How to Sponsor a New Member**

**If you have a friend you think might be interested in joining our Garden Club, this is what to do:**

1. Any member can invite a guest to a meeting (except the December tea) but you must be a member for two full years before you may sponsor a potential new member and you may only nominate one per year.
2. Invite your friend to attend a meeting. Make sure you tell president Peggy Morgan (peggymorgan440@gmail.com or 613-722-1619) in advance so she can introduce your guest – this is important so that there is a record of her attendance as a guest. Prospective members must have attended at least two meetings as a guest before they can be nominated for membership. Remember there is a $10 guest fee.
3. Obtain a nomination form from membership chair Karen Junke (kjunke@rogers.com). This should be completed and submitted to Karen(758 Eastbourne Avenue, Ottawa K1S 3H1) AFTER the candidate has attended two meetings and BEFORE the end of March each year. Note that this form requires the signature of the sponsor, co-sponsor and the candidate.
4. New members are admitted by the executive at its April meeting each year. The membership chair will inform those who have been accepted. The new members will be introduced at the AGM in May. They will also be honoured at a special luncheon later in the year, usually October.
5. Nominations received after the end of March will be held over until the following year.
6. The number of new members admitted each year depends on the total number of members in the club.