



Bobcaygeon and District Horticultural Society

Volunteer Hours Recording Form 2014

Dear Member:

Your volunteer hours are an important piece of the information for our Society. They are an easy reference that illustrates how valuable our Society is to the community that we serve. Volunteer hours can also be used as an analysis tool that will show you and your Society where you are spending your volunteer time. The volunteer hours that you report are important to our Society, to District 4 and to the Ontario Horticultural Association (OHA).

Your volunteer hours are added to those from all the societies across Ontario, and the resulting total is used by your OHA Board to negotiate with fundraising or governmental agencies. The cumulative number of volunteer hours certainly displays to others the value of Horticultural Societies in Ontario. Your hours help support the projects we initiate within our community.

In the table below, please record the number of hours you have dedicated to activities related to the Bobcaygeon and District Horticultural Society. You may submit your completed form to the "membership table" when you attend the regular meetings at the Knox Presbyterian Church Hall. Every hour counts!

Volunteer Name: _____

Activity	Number of Hours
Planting, Preparation and Maintenance of Town Gardens	
Community Events (Time working at local fairs, community outreach, preparing parade float(s)...)	
Executive and Committee Work (see page 4 of the yearbook for the list of committees)	
Executive Board and Regular Meetings(Set-up/take down and planning time for meeting but not the time during the meeting)	
Annual Flower/Vegetable/Photography Shows, Annual Garden Tour, Planting Party for Plant Sale, Annual Plant Sale (Planning, Preparation, Publicity of Event, Judging, Greeting at a Garden, Selling at a Sale.. but not attending at or viewing shows/ gardens/plant sale)	
Special Events (Attending workshops, seminars/courses, ...)	
Youth Activities (Time spent talking to schools, supporting youth horticultural activities ...)	
Yearbook, Newsletter, Website Maintenance and Management	
Other (please specify)	