

## Nepean Horticultural Society Record of Volunteer Hours for Sept. 1, 2023 – Aug. 31, 2024

**Your name:**

Activity	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Total
1. <b>Community Events:</b> Time preparing for NHS plant sales, Seedy Saturday, District 2 Flower Show, etc.													
NOTE: If you participated the day of the Sept. 2023 or May 2024 <b>plant sales</b> or <b>Seedy Saturday</b> those hours will have already been noted and recorded.													
2. <b>Executive/Board &amp; Monthly Members' Meetings:</b> Hours <b>spent</b> at Executive/Board meetings (but not hours spent at the Monthly Members' meetings). Includes <b>set-up and planning</b> of Executive/Board & Monthly Members' meetings.													
3. <b>Executive and Board Members:</b> Non-meeting work by President, V.P.s, Secretary, Treasurer, Social Convenor, telephone committee, etc.													
4. <b>NHS Flower Shows, Garden Tours:</b> Hours planning and preparing. Do not include time attending flower shows or viewing gardens.													
NOTE: If you participated as a volunteer the day of the September 21, 2023, May 11, 2024 and/or June 21, 2024 flower shows, those hours will have already been noted and recorded													
5. <b>Planting, Preparation, Maintenance:</b> Hours spent on community gardens including the Nepean Museum													
Note: If you participated in the <b>October 2023 or April 2024 Nepean Museum clean-up</b> , those hours will have already been noted and recorded.													
6. <b>Special Events:</b> Workshops, seminars/courses, District 2 AGM, etc.													
7. <b>Yearbook, Newsletter, Website, Facebook:</b> Time spent working on Yearbook, newsletters, website, and Facebook page.													
8. <b>Youth activities:</b> Time spent talking to schools, working with youth groups within societies , etc.													
9. <b>Other:</b> (Please specify)													
Note: If you participated in the rock painting sessions, your hours will have already been recorded.													
Totals													

There are three reasons why we ask you to complete the sheet.

1. The Government of Ontario provides us with grant money based on how active our membership is. We can demonstrate that by indicating the total number of volunteer hours performed by member of our Society.

2. We do not necessarily know all the work being done by our members, so we rely on each members to indicate how many hours they have contributed.

3. The recording of volunteer hours also allows the Board to consider special recognition for members within our Society at either the local or provincial level.

Please submit the form electronically to [nepeangardeners.ca](http://nepeangardeners.ca) or as hard copy either at our October 17, 2024 meeting or by mail to 7 Northview Road, Ottawa, K2E 6A6.

**Please submit by October 31, 2024.**