

CARD AND FLOWER COMMITTEE RECOMMENDATIONS

For Civil Service Council Members

Prepared by: Brenda Morse and Lori Robertson

Other Ad-Hoc Committee Members: Kay Fyke and Dan Schumacher

It is the opinion of this committee that cards and flowers should be sent only to those members of the present Civil Service Council. "A card should be sent in case of illness of a Council member and flowers or a donation in the case of a death of a Council member or her/his immediate family. Immediate is defined as mother, father, husband, wife, brother, sister, child."

It should be the responsibility of all council members to notify the corresponding secretary of the illness and/or death. S/he will then take responsibility for sending the appropriate card or flowers as needed.

A one-time donation of \$5.00 per person should be submitted at the first council meeting each July as the new council is seated. If there is a need for additional funds during the 12 month period covered, the corresponding secretary will notify the president of the need, and an additional \$5.00 donation will be asked of each council member.

The donation is voluntary on the part of each council member. All monies should be kept by the Civil Service Council treasurer and will be disbursed to the corresponding secretary upon receiving receipts for cards, postage, flowers, etc.

All though it is a commendable idea to include others who are participants in the Civil Service Council, we feel that this group can become too far-reaching and we will fail in our original intent of honoring those we serve with on a yearly basis.

Cards and flowers will be purchased at the discretion of the corresponding secretary. Flowers should have a monetary limit of \$35.00 per gift sent. If the person to receive the flowers for a family death prefers, they may suggest a charity of choice to receive the \$35.00 donation in the name of their loved one.

Respectfully submitted by,

Brenda J. Morse
Civil Service Council Representative for SA & EM Sector
Ad-Hoc Flower/Card Committee Chair