

## HOW TO SUBMIT *MAYFLOWER* DISTRICT DOINGS

*Mayflower*, the official quarterly news magazine of The Garden Club Federation of Massachusetts, Inc. (GCFM) features a special column called "District Doings." All federated clubs are invited to submit short write-ups for this section. Typical topics include club speakers, anniversary celebrations, field trips, beautification projects, fundraisers, awards, etc.

District Doings is a great way for you to celebrate your club's activities, recognize members' hard work, and inspire other GCs with your imaginative and successful programs and projects.

District Doing write-ups need to be...

- **SHORT:** No more than 50 words
- **IN THE PAST:** The District Doings section is reserved for activities that have already taken place. If you are planning a future event, submit information to [calendareditor@hotmail.com](mailto:calendareditor@hotmail.com), and it will be listed on [gcfm.org](http://gcfm.org) as well as in the *Mayflower*. Calendar listings must be submitted at least 90 days in advance.
- **TIMELY:** Please try to avoid writing about a spring Doing for the winter *Mayflower* issue. If you submit Doings regularly, this should not happen.
- **ACCURATE:** Please make sure that your club name is correct according to your bylaws (e.g., The Country Lane Garden Club...and not "Country Lane Garden Club"). If your Doing includes members' names, please double check spellings and include titles if any.
- **INTERESTING:**
  - Interesting: "The Happy Gardeners Club held a workshop on 'Making Herb Gifts' at the home of member Fennela Coriander, a former New England Herb Society president. Participants learned how to make herb-infused vinegars and herbal teas."
  - NOT interesting: "The XYZ Garden Club met on June 12 and enjoyed refreshments."

Here are the answers to a few frequently asked questions:

**Q: When** do I need to submit my club's Doings?

**A:** Submit your Doings to your District Director by the dates shown below in **GREEN**. it is the District Director's job to consolidate all Doings from his/her clubs into a single document which he/she then submits to the *Mayflower* staff.

<i>Mayflower</i> Issue	Clubs due to send Doings to District Directors	Doings appear in <i>Mayflower</i>
Spring (Mar/Apr/May)	November 1	March
Summer (Jun/July/Aug)	February 1	June
Fall (Sept/Oct/Nov)	May 10	September
Winter (Dec/Jan/Feb)	August 1	December

**Q: How** do I submit Doings?

**A:** Send your Doings **ONLY** to your District Director. Clubs should **NOT** under any circumstances send Doings directly to the *Mayflower* staff or to the Federation email address.

**Q: What format** do I use?

**A:** You can put your Doings in an MS Word document and attach it to an email...or simply type information into an email to your Director.

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**Q:** Can I submit **photographs**?

**A:** Photos help bring Doings to life. Email digital photographs (jpgs) to your District Director as attachments, and he/she will forward them to the editors. If possible, provide a caption, describing what is going on in the photo and listing the names of any club members. To ensure good reproduction of your photo, please try to send a high resolution image: either the original digital photograph or one that is at least 1000 x 1000 pixels. NOTE: For reasons of privacy, *Mayflower* will not publish photos of children unless the club provides us with written consent from the child's parent or guardian.

**Q:** Will my club's Doings be **edited**? Is it certain to be **used**?

**A:** In most cases, the *Mayflower* Assistant Editor will re-work all submitted Doings for length and writing style. If for any reason we cannot use your Doing or need to make major changes, your District Director will be notified.

**Q:** What if I have a story that is **too long** for District Doings?

**A:** Send it to your District Director, and he/she will work with the *Mayflower* staff to see if it can be accommodated elsewhere in the magazine.

### A HANDFUL OF EXAMPLES OF EXCELLENT "DOINGS" Short, in the Past, Timely, Accurate and Interesting

- **Falmouth Garden Club** worked with the Falmouth Historical Society to decorate Wicks House for their Colonial Christmas Program. Several club members visited local nursing homes and entertained residents with the sounds of the season.
- **Ipswich Garden Club** members participated in a tour of the Essex County Greenbelt Association, guided by Russ Cohen, author and foraging expert. The club also hosted Don Cheney, biology professor emeritus at Northeastern University, for a sobering preview of Ipswich's future as a coastal community in the age of global warming.
- In December, **The Nahant Garden Club** held a holiday celebration featuring seasonal music, a sing-along and a presentation on growing pineapples by member Suzanne Hamill. Member-donated centerpieces and amaryllis plants were auctioned off, with proceeds going to the club's scholarship fund. Members also contributed items for Toys for Tots and Teens.
- Speaker Bonnie Pedersen entertained **Springfield Garden Club** members with "Sailors' Valentines - A History, Demonstration, and Workshop." Participants learned about how 19th century sailors created sentimental gifts for their ladies using tiny seashells. Bonnie also displayed her own shell creations and taught club members how to make their own small shell flowers.
- **Wareham Garden Club** marched in the town's Veterans Day Parade, passing out red carnations and driving the car carrying WWII veteran Captain John Kelenosy, who gratefully accepted the thanks he received along the parade route.