# INFORMATION

**VERMONT GRANGERS WORKING IN OUR COMMUNITIES**

**Contact: Lois Allen 69 Lily Lane #229 West Lebanon, NH 03784**

**Tel: 603-653-3046 Email: DevilsSister1308@gmail.com**

**Information Chairmen** are encouraged to promote the activities of their Granges and publicize the good works of members and the Grange. This not only means telling what we have done, but advertising events yet to happen. In cooperation with other Grange departments, produce posters and press releases for all events to increase public awareness of and attendance at Grange functions.

Take advantage of newspapers willing to publish articles about Grange events. Always include a contact name and phone number and make sure to address these five questions: ***WHO, WHAT, WHEN, WHERE and WHY***. When possible, take advantage of Social Media (Facebook, Twitter, State Grange Website, etc.) to inform others about our organization, its philosophy and activities, and to encourage their involvement.

**National Grange Publications and Information**

* Website - https://www.nationalgrange.org/
	+ Create LOGIN and password to be able to enter the members web area.
* Social Media:
	+ www.facebook.com/nationalgrange/
* National Grange Newsletter - “The Patrons Chain”
	+ Email information@nationalgrange.org to request emailed newsletter. This publication is forwarded to all on Lois Allen’s e-mail contact list as well, so you can contact Lois to be added to the list if you wish.
* National Grange Magazine
	+ Encourage members to subscribe to the **GOOD DAY**! magazine, a quarterly publication of the National Grange.
	+ Email information@nationalgrange.org to order a subscription ($16)
* National Policy Updates and Issue News – “View from the Hill”
	+ Email information@nationalgrange.org to request emailed updates

**State Grange Publications and Information**

* Email List - Email Lois Allen at **Email: DevilsSister1308@gmail.com** to be added to email list. Valuable and timely information can be delivered to your Inbox about Grange activities. If you do not have access to the internet, Lois also does a minimal amount of “snail mails”. If you wish to be added to that list, please send contact information to the address above. **Deadline for submission is the 27th of each month (Except February. That one is the 25th)**
* Website is http://vtstategrange.org
	+ This program book is on the website as well as information about the Grange Center and upcoming activities, calendar of Grange events, information about every Grange in Vermont, Check it out.
	+ Link to submit pictures and information about your Grange to be posted on the website.
* Social Media – Facebook. Search for:
	+ Vermont State Grange
	+ Vermont State Grange Youth
	+ Vermont Grange Center
	+ VT Grange Youth & Young at Heart
* Newsletter – Green Mountain Granger

**Recommended Activities**

**Taking Pictures**

Take pictures at an event that the Grange is involved in. It can be an event that is hosted jointly with another organization or just by the Grange. It can be a rummage sale, a supper, a legislative breakfast, or anything else that is a community event.

* Send the pictures to DevilsSister1308@gmail.com with information about the picture and event so it can be posted. If you can’t email, mail a copy to director.
* The pictures must be from July 1st-June 30th of each year.
* ***Include a copy of all in the Information section of the report/scrapbook along with the Information Report form.***

**Newspaper Article**

Send a newspaper clipping of an event that your Grange has put on or participated in and your Grange is MENTIONED in the article. The article must be from July 1st­ June 30th.

* ***To receive credit, include a copy of write up and pictures in the Information section of the scrapbook along with the Information Report****.*

**Green Mountain Granger**

Send in an article for the Green Mountain Granger

* ***To receive credit, include a copy of write up and pictures in the Information section of the scrapbook along with the Information Report.***
* *Deadlines*
	+ ***January 20th for February***
	+ ***March 20th for April***
	+ ***May 20th for June***
	+ ***July 20th for August***
	+ ***September 20th for October***
	+ ***November 20th for December***

**Send Info For The Website**

E-mail the Webpage webmaster at **vtgrangewebsite@yahoo.com** or mail a picture of your Grange Hall and/or of Grangers at an event and contact information for your Grange to have posted on the website. This is so if someone is interested in becoming a member of your Grange (or renting your hall), they can contact you directly.

* If your Grange already has a page on our website, then send updated information and pictures.
* ***For Subordinate Granges: Include copy of write up and pictures in the Information section of the scrapbook along with the Information Report*.**
* ***50 pts for information and 10 bonus points for extra pictures.***

## **INFORMATION ANNUAL**

## **SUBORDINATE REPORT 2023-2024**

Grange Name & Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Did you take pictures at an event your Grange was involved in and submit to

website and attached to this report with a write up saying how many Grangers and

non-Grangers attended and when it happened. **YES / NO**

You have attached a newspaper clipping of an event that your Grange

has put on or participated in and is MENTIONED in the Article. **YES / NO**

Attached is a copy of your published article from the Green Mountain Granger. **YES / NO**

Your Grange sent in new or updated information for the

Vermont State Grange Website. **YES / NO**

If your Grange has a web page or social media page, please provide address here.

How many months have you sent information to Lois to go on the monthly calendar?

Did you report on Information topics at 6 meetings? **YES / NO**

 List Topics Date of meeting

1.

2.

3.

4.

5.

6.

Describe and attach any newspaper or other articles.

**You need to provide evidence to earn your points**

|  |  |
| --- | --- |
| **SUBORDINATE/COMMUNITY GRANGE SEAL REQUIRMENTS** | Points Earned |
| 30pts | Submitting Completed Report |  |
| 35pts | Taking Pictures and sending to State Grange website via email or to Information Director by mail |  |
| 35pts | Newspaper Article copy submitted with this report |  |
| 20pts | Green Mountain Granger article; copy with this report |  |
| 20pts | Does your Grange have a social media or web page? |  |
| varying | Sending information to Lois to go on monthly calendar. 1 point per event submitted. **Lois will keep a record of your event submissions** |  |
| 50pts | Send information about subordinate Grange to State Grange website |  |
| 10pts | 10 points for pictures of activities sent with the information to website |  |
| 20pts | Report at meetings (see documentation) |  |
| 20pts | Invite Pomona Information Chair to your Grange |  |
| 20pts | Invite State Information Chair to your Grange |  |
| 20pts | Visit another subordinate Grange- show evidence |  |
| **Must total at least 80 points to receive a seal – Total your Points Here** |  |

## **INFORMATION ANNUAL**

## **POMONA REPORT 2023-2024**

Name of Chairperson: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pomona name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Pomona Committee Chair’s serve on the Vermont State Grange Committee to help the State Director and are the communication link to subordinate/community Granges.***

How many Subordinate Granges in your Pomona? \_\_\_\_\_\_

Did you contact the Information Chair (or Master) of each of your subordinate Granges to offer to visit, talk about Information program, offer assistance? Document date, Grange name, contact person, topics on separate piece of paper and attach to this form.

Did you attend Subordinate meetings in your Pomona? Were you invited? Where did you go? Document visits below and give brief descriptions of the theme and activities.

Subordinate Grange Invite Attended Date Activity

A few sentences of what was reported at Pomona meetings. (Minimum of 4 meetings)

 Date Topic

1

2

3

4

**You need to provide evidence to earn your points**

|  |  |
| --- | --- |
| **POMONA GRANGE SEAL REQUIREMENTS** | Points Earned |
| 30pts | Submitting Completed Report |  |
| 35pts | Taking Pictures and sending to State Grange website via email or to Information Director by mail |  |
| 35pts | Newspaper Article copy submitted with this report |  |
| 20pts | Green Mountain Granger article; copy with this report |  |
| 10pts | For each Subordinate Grange contacted in your Pomona |  |
| 20pts | For each Subordinate Grange visited in your Pomona |  |
| 20pts | Reporting at 4 Pomona Meetings  |  |
| 20pts | Invite State Information Chair to your Grange |  |
| 20pts | Attending Vermont State committee meetings in person or via Zoom |  |
| Varying | Sending information to Lois to go on monthly calendar. 1 point per event submitted. **Lois will keep a record of your event submissions** |  |
| **Must total at least 80 points to receive a seal – Total your Points Here** |  |