

I. ORGANIZATION AND RESPONSIBILITIES OF THE VICE PRESIDENT – AWARDS AND HONORS and VICE PRESIDENT – JUDGING AND EXHIBITIONS

I-A. Vice President – Awards and Honors

The conduct of policies and procedures of The American Hosta Society with respect to awards and honors is the responsibility of the Vice President of Awards and Honors. The Vice President is elected by a vote of the membership of the Society. The Vice President maintains a record of all AHS sponsored awards and the rules and requirements for each, and assures that all rules and requirements are satisfied as specified by the Society. The Vice President is also responsible for presentation of AHS awards at the National Convention or at other designated events as well as for generating publicity for the awards in *The Hosta Journal*, on the AHS Website, or in other AHS Publications as designated by the Board of Directors.

In support of these responsibilities, the Vice President may, with the approval of the President, create committees to assist in the conduct of the requirements of the office. Any member with questions or concerns regarding The American Hosta Society awards and honors is encouraged to contact the Vice President of Awards and Honors.

I-B. Vice President – Judging and Exhibitions

The conduct of policies and procedures of The American Hosta Society with respect to hosta shows, the Benedict Garden Performance Plan for evaluating hostas in the garden, and show and garden performance judging is the responsibility of the Vice President of Judging and Exhibitions. The Vice President is elected by a vote of the membership of the Society. In support of these policies and activities, the Vice President has several committee chairs appointed by the President. Any member with questions or concerns regarding The American Hosta Society hosta shows, the Benedict Garden Performance Plan, or judging is encouraged to contact the Vice President of Judging and Exhibitions or any of the committee chairs.

The Committee Chairs and their responsibilities are listed below. The duties of these chairs may be changed or combined at the discretion of Vice President with the approval of the President.

I-B-1. Exhibitions Chair

The Exhibitions Chair is responsible for coordination all American Hosta Society sponsored hosta shows. This includes providing local clubs the forms needed to gain AHS approval for shows and the forms needed to report the results of the show to AHS. The Chair also maintains the inventory of AHS show entry tags and provides them as requested to local show chairs. Local, regional, and national show chairs should contact the Chair no later than six-months prior to a show's date to insure accreditation of the show. In order for a show to be accredited by AHS, the Chair must first have approved the show schedule. The Chair will assist show chairs and judges with any questions regarding hosta shows, and is responsible for collecting final show reports from all accredited shows. The Chair is also responsible for providing the show results to other AHS leaders, including the Journal Editor, as the President deems necessary.

I-B-2. Judges Training Chair

The Judges Training Chair is responsible for processing applications for show judges and for providing updated information to the Judges Records Chair. The Chair will inspect the current list of show judges at least twice each year and advise the Judges Records Chair of any needed corrections or updates. The Chair is also responsible for clinic content. The Chair coordinates clinics at the National Convention with the Convention Chair. The Chair also assists local and regional organizations in conducting clinics including securing qualified instructors and providing all handbooks, tests and other necessary forms. The chair is responsible for notifying all clinic attendees of their performance scores and for providing the Judges Records Chair with lists of clinic attendees who successfully complete the courses.

I-B-3. Judges Records Chair

The Judges Records Chair maintains an up-to-date record of all Show Judges and their activities, and provides lists of show judges to local, regional and national organizations when requested. The Chair provides an updated list of Show Judges monthly, provided there are changes, to the AHS web site coordinator. The Chair is responsible for assuring that all Show Judges are kept aware of their status, including the need for training or judging activity in order to maintain status. Show Judges will be advised once a year of their current status. The Chair also maintains an up-to-date record of Garden Performance Judges and provides it as needed to AHS officials.

I-B-4. Show Classification Chair

The Show Classification Chair is responsible for the annual update and publishing of the AHS Hosta Show Classification List. The Classification List contains the predetermined show classification information for all registered hosta cultivars and species leaves entered in Division I of a hosta show.

Each year by February 1, the Chair will receive two lists from the Registrar, one a comprehensive listing of all registered cultivars recognized species including those added through the previous year and one an addendum listing only the cultivars added from the previous year's registrations, in a format previously agreed upon by the Registrar and the Vice President of Judging and Exhibitions. The Chair will determine and add the size and color classification for added cultivars and will revise and correct errors found in the previous list. The Chair will then edit the list formats to assure page brevity, add updated cover sheets to both lists, and provide the new lists to the Registrar in the agreed upon format (usually Excel).

The Chair will then convert both updated lists to a pdf format, provide these lists to the AHS Website Coordinator by March 15, and assure that the updated files are available on the Website before April 1 of each year.

I-B-5. Garden Performance Chair

The Garden Performance Chair is responsible for all aspects of the Benedict Garden Performance Plan including preparation and mailing of the annual ballot, compilation of the results and for providing the results to the President, the Vice President - Awards and Honors, and to others as provided by the Plan. The Chair is also responsible for the Garden Performance Judges including the processing of applications of prospective judges, and for notifying the Judges Records Chair of additions, deletions, or any other change of status of Garden Performance Judges.