



Important Information for KVH Flower Arranging Teams

The House is open Monday through Friday from 9:00 am to 4:00 pm. Direct questions to Quan McGough, Office and Event Coordinator or Ann Heller, Communications Coordinator. Main phone number is 804.643.4137 Quan's email: QuanM@gcvirginia.org Ann's email: Communications@gcvirginia.org

The clubs' assignments rotate each year by month, September-June. A schedule is attached and can also be found on the GCV website. Check the GCV calendar on the website to see what is scheduled at the house each week. Most morning meetings are scheduled for 10 or 10:30.

For Board meetings (January) or for special GCV events, Flower Teams may be asked to provide extra arrangements.

Placement of Arrangements

Foyer - Glass vase in front of pier mirror

- Round table in center
- Small table by the front door

East Back Parlor - Marble-topped side table under painting

West Parlor - Chinoiserie chest under portrait

Dining Room - Centerpiece on table

Sun Room - Options are the coffee table or the glass table under the window. Potted plants are fine.

2nd Floor – Small arrangement on Quan's desk.

3rd Floor – If meetings are scheduled, place an arrangement on the chest at top of the stairs.

If you have plant material left and time permits, a bud vase or posy can be placed anywhere you choose.

Our pier mirrors and over mantel mirrors are fragile. Please do not get water on them or wipe them in any way.

The Basics

- Use the containers and vases in the flower room. Please don't use the vases that are already placed on the mantels or other furniture.
- Bring your own clippers, apron, and whatever mechanics you might need.
- A tarp is helpful to put under buckets in the front hall while working on the larger arrangements.
- There should be Oasis under the sink, along with silver polish and watering cans. Let Quan know if you do not find the Oasis. It is stored in the basement.
- Please be very careful that water from the arrangements does not spill onto the furniture.
- Trivets and coasters used for protection of the furniture may be found in the flower room drawers.
- Please tidy up the flower room before leaving by cleaning up greenery, cleaning out the sink and sweeping. Extra trash bags are available if needed.
- Take the bagged material out to the trash can located behind the carriage house.
- You may leave a couple of buckets full of plant material in the flower room or on the back porch.
- **Please have all your arrangers sign the notebook in the flower room so we know whom to thank for the wonderful creations.**



Kent-Valentine House Flower Arranging Schedule 2021-2027

2021

January	Three Chopt
February	Petersburg
March	James River
April	Three Chopt
May	Boxwood
June	Ashland
September	Three Chopt
October	James River
November	Boxwood
December	Three Chopt

2022

January	Tuckahoe
February	Petersburg
March	Boxwood
April	Tuckahoe
May	James River
June	Ashland
September	Boxwood
October	Tuckahoe
November	Three Chopt
December	Boxwood

2023

January	James River
February	Petersburg
March	Three Chopt
April	James River
May	Tuckahoe
June	Ashland
September	James River
October	Three Chopt
November	Tuckahoe
December	James River

2024

January	Boxwood
February	Petersburg
March	Tuckahoe
April	Boxwood
May	Three Chopt
June	Ashland
September	Tuckahoe
October	Boxwood
November	James River
December	Tuckahoe

2025

January	Three Chopt
February	Petersburg
March	James River
April	Three Chopt
May	Boxwood
June	Ashland
September	Three Chopt
October	James River
November	Boxwood
December	Three Chopt

2026

January	Tuckahoe
February	Petersburg
March	Boxwoo
April	Tuckahoe
May	James River
June	Ashland
September	Boxwood
October	Tuckahoe
November	Three Chopt
December	Boxwood

2027

January	James River
February	Petersburg
March	Three Chopt
April	James River
May	Tuckahoe
June	Ashland
September	James River
October	Three Chopt
November	Tuckahoe
December	James River