



Bonney Lake Community Garden (BLCG) 2019 By-Laws

Article I – Name and Mission

1.1 Name – The name of this organization shall be “Bonney Lake Community Garden” (BLCG).

1.2 Mission Statement – The Bonney Lake Community Garden seeks to foster and promote a welcoming garden space for growing vegetables, herbs, fruits, and flowers to any individual or representative of a community organization for their own use, or to be collected and distributed to area organizations that feed the disadvantaged. The Bonney Lake Community Garden seeks to strengthen and educate community gardeners and the public at large through outreach, networking, and advocacy, to grow, harvest, use, and distribute food in our community, while developing programs to train garden members. The Community Garden will strive to educate and include the public at large in events at the garden and other facilities. The garden will be well managed; all garden plots and common spaces will be well-maintained and used productively.

Article II – Membership

2.1 Definition — a member is someone who has been granted rights to a specific garden space or spaces and who agrees to and abides by the rules and regulations of BLCG as defined by its Leadership Team.

2.2 Becoming a garden member — Membership is available on a first-come first-served basis, with preference given to returning gardeners in good standing, and is open to anyone regardless of gender, race, creed, color, or sexual orientation. If all garden spaces are occupied, prospective members’ names are placed on a waiting list.

2.3 Returning garden member — A current member in good standing may retain his/her assigned garden space(s) and remain a member of BLCG the following year by signing the application and paying the required registration fee by the deadline set for renewal.

2.4 All Members — Memberships shall run from January 1 through December 31 of each year, but members may join at any time during the year. Registration fees are to be paid by January 31 for continuing members. If registration fees and completed registration forms are not received by January 31, then the member shall lose his/her membership and must reapply for membership.

Each member shall be entitled to one vote in matters concerning revisions to the by-laws, rules and regulations, or other issues put before the general membership of BLCG for approval.

Each member annually shall volunteer a minimum of 8 hours, as specified in the Rules and Regulations, to the BLCG to ensure its viability by helping with projects and maintenance of the garden.

2.5 Termination of Garden Membership – Membership and garden privileges may be revoked by the Leadership Team, in consultation with the City, for noncompliance with the rules and regulations.

Article III - Governance

3.1 Definition — The Bonney Lake Community Garden (BLCG) Leadership Team is responsible for decisions regarding the membership, the planning and oversight of current and future garden activities. Leadership Team members develop, interpret, and enforce the Rules and Regulations (see separate document).

3.2 Roles and Responsibilities — The Leadership Team determines its meeting schedule and method. Leadership Team includes:

- **Team Chair/Site Coordinator**
 - Liaison to city government
 - Primary representative for BLCG
 - Coordinates meetings for leadership team and for general membership
 - Manages the budget for garden projects
 - Coordinates fundraising and grant
 - Develops the annual Garden Calendar
- **Membership Coordinator**
 - Assign plots and maintains waiting list
 - Maintains up-to-date contact list (emails and phone numbers, preferred contact method for each gardener)
 - Coordinates registration process
 - Communicates with gardeners regarding membership status
- **Maintenance Coordinator**
 - Coordinates with Beautify Bonney Lake
 - Checks regularly for plot maintenance (weeds, ripe produce, neglect)
 - Contacts gardeners when there are maintenance or harvest issues
 - Oversees maintenance of common areas, garden work log, and work parties
- **Communication Coordinator**
 - Primary point of contact for communications to and from garden members
 - Sends regular email “garden news” updates to garden members
 - Maintains BLCG Facebook page and promotes members to use it
 - Assists with keeping and posting Leadership Team notes
- **Outreach and Resource Coordinator**
 - Liaison to Pierce Conservation District
 - Coordinates with outside groups to bring in educators
 - POC for media and other outreach
 - Oversees supplies of soil, compost and bark

3.3 Election of Leadership Team Members — Coordinators are unpaid volunteers nominated from the garden membership and elected annually during the Fall Annual Members meeting. The Team will provide garden leadership, garden management, and direction on reaching the goals of the garden. Team members will serve a maximum 3-year term. Team members are elected by majority vote of those members who attend and by any member qualifying for and requesting an absentee ballot for the Fall Annual Membership meeting. The Chair/Site Coordinator position is elected separately from the other Team positions. Eligibility for an absentee ballot requires completion of at least 8 hours of logged volunteer work of which at least 4 hours are completed at Team organized work parties.

3.4 Committee Members and Meeting Process – If two Leadership Team members reside in the same household they will share one vote during Committee meetings.

3.5 Harvest Helpers – Any current Gardener may request designation from the Leadership Team to be a Harvest Helper. These volunteers will contact Gardeners that have a surplus of produce needing to be harvested and seek permission to harvest it for donation.

3.6 Corn Patch Supervisor – The Gardener in this role, designated by and reporting to the Leadership Team upon request, is responsible for overseeing the assignment of corn plots in the Corn Patch and the maintenance of the Corn Patch. Assignment of plots will be made on a “first come, first served basis” to currently registered Gardeners who have completed at least 4 hours of logged volunteer work by June 1, with preference given to previous year plot holders. Logged hours must be from a Team supervised work party or Team assigned task.

Article IV – Garden Plot Assignment

4.1 Definition – Plots measure 6 feet x 12 feet and half-size plots measure 3 feet x 12 feet. Double-high plots will be assigned with preference given to those who have physical limitations.

4.2 Plot assignment – Garden plot assignments will be determined by the Membership Coordinator.

- Limit of two sites per registration.
- For additional plots request on the registration form to be included on a waiting list for unassigned plots.
- A free-standing tool shed will be provided for garden members.
- Garden waste bins will be on site.
- Wood chips and compost will be available on site.
- Water for the gardens is available on site from March 1 through Nov.15.

4.3 Reserving a Registered Plot for the Following Year – Between the year-end BLCG meeting in October and January of the following year, each member will notify the Membership Coordinator (BLCG.membership@gmail.com) if s/he wishes to reserve his/her original plot(s) for the following year, and must pay the membership fee no later than the due date of January 31. The reservation is void

unless payment is made by the due date. If payment is not made by the due date, the plot(s) may be reassigned.

4.4 Special Needs Plots – From January 1 through April 1, the double-high plots will be available exclusively for gardeners with physical limitations. Those double-high plots that remain unassigned as of April 1 will be made available for any member, with preference to those on the waiting list for additional plots. The following year, the double-high plots will again be made available for those with physical limitations.

4.5 Additional Plots – Gardeners will have the opportunity to acquire one additional plot, if available, on April 15 each year if his/her name is on the waiting list. An additional fee must be paid before a gardener can begin to work an additional plot.

4.6 Neglected Plots – A gardener will be alerted if his/her plot(s) needs attention. The Leadership Team will attempt to contact the gardener by phone and/or e-mail and follow a process to resolve the issue. Lack of resolution of maintenance issues can result in loss of garden plot. Any plot not being worked by May 1, or if assigned later in the season, within 2 weeks of assignment will be determined to be abandoned and made available for reassignment.

4.7 Composting and Garbage - Organic material generated by the garden should be deposited in the yard waste bins at the garden. There is no garbage pickup at the Garden. Gardeners must haul away any non-compostable refuse generated.

Article V – Membership Participation

5.1 Minimum Participation – Members must contribute at least 8 volunteer hours per year maintaining common areas and/or participating in Garden events or projects. The Leadership Team will maintain and post a list of the communal garden areas that need attention, maintenance tasks that gardeners can complete, and any scheduled work parties. A form on which to log volunteer hours will be located inside the tool shed or at another designated site. Failure to volunteer the minimum number of required hours may result in forfeiture of plots the following year.

5.1 Behavioral Standards – Membership and garden privileges may be revoked by the Leadership Team for the following behaviors: Disruptive or aggressive behavior, damaging or taking other people’s crops without permission, abuse or removal of garden tools, or misuse of water. Garden is located on city property, and alcohol and drugs will not be tolerated in the garden. Inadequate supervision of children may result in a request that they not be brought to the garden.

Article VI – Conflict Resolution

6.1 Conflict Resolution – Gardener will communicate in email or letter to Site Coordinator. Leadership will acknowledge receipt by email or phone within 48 hours. Leadership will attempt timely resolution of issue. For unresolved issues, we will meet with a Harvest Pierce County Staffer (neutral party) to facilitate a solution.