

## **Draft San Anselmo Community Garden Bylaws**

### **MISSION STATEMENT**

The San Anselmo Community Garden at Robson-Harrington Park (SACG or Garden) will endeavor to create a sharing and learning environment in a productive, well-maintained community garden where its members are committed to organic gardening practices, stewardship of soil and water, and in cooperation with others for the enjoyment of all.

### **GARDEN GOVERNANCE**

The San Anselmo Parks and Recreation Department will have oversight of the Garden.

A Steering Committee appointed by the Parks and Recreation Commission will help develop policies and coordinate garden activities. The Steering Committee shall consist of 3 or more gardeners and at least one staff member of the Parks and Recreation Department. Steering Committee members will serve for a term of 2 years. The Steering Committee will meet quarterly, and its meetings must comply with the Ralph M. Brown Act.

Changes to these Bylaws should be recommended to the Steering Committee and/or Parks and Recreation Department. The Parks and Recreation Commission must approve all changes.

### **GARDEN DESCRIPTION AND MEMBERSHIP**

The SACG is a recreational facility that belongs to the Town of San Anselmo and is controlled by the San Anselmo Parks and Recreation Department.

The garden consists of 33 plots and is located at the Robson-Harrington Park in San Anselmo.

New members of the garden must be residents of San Anselmo. Current non-resident members of the garden may continue their garden membership provided 10 additional plots are created by January 1, 2024. This may be accomplished by creating new plots and/or subdividing existing plots.

A Waiting List for garden membership will be maintained by the Parks and Recreation Department. San Anselmo residents may add their names to the Waiting List anytime during the year.

### **ANNUAL DUES**

Members will pay annual dues as follows:

Annual Dues: \$150

*\* San Anselmo nonprofit organizations are eligible for a waiver of the annual dues.*

If a member joins the Garden during the gardening year, the annual dues will be \$150 if there are 7 or more months remaining or \$75 if there are 6 or fewer months remaining. Dues are non-refundable.

The Town of San Anselmo (Town) will collect the annual dues, which will be placed in an account for the Garden. The Town will maintain a checking account for the Garden. The Steering Committee may request disbursements from the account, which must be approved by the Director of the Parks and Recreation Department.

### **PLOT ASSIGNMENT**

The annual renewal process and plot assignments will occur prior to the start of the gardening season as designated by the Parks and Recreation Department.

Gardening season begins on February 1st of each year.

The Steering Committee and the Parks and Recreation Department will be responsible for creating, assigning, and configuring garden plots. Renewing gardeners will be reassigned the plot they gardened the previous year.

Available plots will be assigned to new gardeners from the Waiting List. All structures in garden plots must be approved by the Parks and Recreation Department.

### **REQUIREMENTS FOR GARDENERS TO REMAIN IN GOOD STANDING**

The Garden requires active participation. Following is the minimum required of each gardener who desires to be a member of the garden community.

- 1) Be an active gardener
- 2) Follow all garden rules
- 3) Participate in Community Service

### **COMMUNITY SERVICE**

In addition to plot and pathway maintenance, all gardeners are expected to volunteer in the garden. This includes annual garden cleanup days, teaching classes, or any activity deemed appropriate by the Parks and Recreation Department and/or the Steering Committee. Alternate tasks will be assigned to those unable to participate in organized activities.

In addition, it is a goal of the Garden to grow, harvest and contribute food to designated community organizations. A collection bin will be available, and gardeners are encouraged to place vegetables into the bins. Garden volunteers will donate them to designated community organizations. Vegetables should not be left unpicked in garden plots. Each gardener should designate an alternate gardener to pick and donate vegetables from his/her plot rather than let them spoil.

If the community demand for a garden plot is low (waiting list below 10) a Community Plot can be set aside, and its produce will be contributed to designated organizations within the county. The Community Plot may be used for Parks and Recreation Department programming. Existing gardeners will maintain the Community Plot.