

A Gardener's Retreat Community Garden

AGRCCG rents plots to individuals and families for the purpose of gardening organically. Its leadership aims to foster a joyful atmosphere in which to grow food, share gardening knowledge, and contribute to the community's success.

Post Oil Solutions offers important start-up sponsorship and *The Brattleboro Retreat* provides access to land and water for an annual fee. The following guidelines benefit each member of the gardening community and foster good relations with our neighbors and benefactors. Thank you for considering each item carefully as you decide whether membership is right for you.

2011 Dues \$25 per 10x20 plot , \$15 per 1/2 plot

After their first year, gardeners may apply to rent multiple plots if space allows.

2011 Garden Orientation Dates Saturday April 16 at 12:00pm & Tuesday April 19 at 6:00pm

Each orientation session is 45 minutes long and will take place at the garden site, rain or shine

2011 Gardening Season After 2011 Garden Orientation Attendance- November 1, 2011

In future years this will change to April 1- November 1. Also the application deadline will be earlier.

Membership Requirements

Anyone can apply for membership. Membership applications must be submitted yearly. Returning Gardeners should be "Gardeners In Good Standing" for ongoing acceptance.

Organic Policy

- no synthetic chemical insecticides, herbicides, fertilizers or black plastic.
- non-GMO plants and seeds only

Leadership

The Leadership Team (LT) makes and enforces policies for the AGRCCG. Four to six Leadership Team Members are elected yearly by the AGR community of gardeners. Leadership Team (LT) roles, responsibilities, and decision making process are provided below.

Gardener In Good Standing Status

1. Annual application and payment submitted and accepted
2. Attendance at one orientation meeting annually
3. Follows garden policies and rules

Gardener opportunities for Input

- Attend Leadership Team meetings as a non-voting member.
To add an agenda item, contact the Facilitator at least one full week before the meeting.
- Contact "Gardener Rep" LT member in person, via email, or telephone
- Complete 2 surveys per year
- Attend biannual community events
- *In the future: Website (comments or "ideas" button)*

AGR CG Communication

Meeting schedules, garden updates and announcements will be posted on the bulletin board, the website, and sent via email. A gardener who does not have computer access should check the bulletin board on a regular basis to be informed.

Plot Utilization

- Plots must be worked by May 15 and planted by June 1.
- Plots must be fully utilized and will be reassigned if not worked by June 1. If a plot remains unattended (overgrown weeds, unharvested vegetables, unwatered and dying) for more than two weeks, a Leadership Member will attempt to reach the assigned gardener once. The plot may then be reassigned with no refund given.
- By November 1st, plots must be cleaned up, with plant structures taken down. Cool-weather crops may remain, as long as they are neat and tended, though there will be no access to water after November 1.
- If you will be out of town and need help watering or harvesting, notify the Grounds Coordinator and/or make arrangements with a neighboring gardener.
- No trees, large bushes, illegal plants, or aggressively invasive plants (ie: comfrey) shall be planted in the Community Garden.
- Garden within the boundaries of your assigned plot- do not cultivate or erect structures in the pathways.

Work Commitment

- Gardeners are required to perform a grounds-keeping job or Leadership Team (LT) role throughout the season on a per-plot basis.

2011 Grounds keeping jobs:

4 members needed for mowing once monthly (should rotate weekly)

3 members needed for fence maintenance (up front effort + ongoing maintenance)

1 member needed for water logistics

2 members needed for weeding common areas

2 members needed, each turning compost once weekly

2-3 members needed for Leadership Team (meet 1-2 times monthly + logistics, see specifics below)

Water

- Follow current water rules

Water rules will be explained at the orientation meeting and posted on the bulletin board and will occasionally be updated. Updates will be included in garden communications. We must observe use of water carefully. The water is metered and has a direct relationship to the cost of the garden.

- Conserve water by watering plants in the morning or evening, to the extent that this is possible.
- Use mulch (hay, straw, or grass clippings) to reduce evaporation from the soil.

Consideration and Respect for Other Gardeners

- Structures: do not shade your neighbor's garden.
- No alcohol, illegal substances, dogs, loud music, smoking, fires or tires.
- Children must be closely supervised and not allowed in others' plots.
- Never enter someone else's plot without express permission.
- Follow the guidelines regarding use of shared spaces and spaces outside the fence (TBA).

Garden Maintenance

- With each visit, carry all garbage away from the garden
- Remove broken or ramshackle structures from the premises
- Keep plots free of weeds and decaying vegetables.
- Replace cleaned tools, buckets, hoses, watering cans to their keeping places

Compost Pile

- Follow the compost pile rules.

These will be discussed at orientation and posted in the same manner as the water rules

Parking

- Park in designated areas only
- No overnight parking

The Leadership Team

The LT is a decision making body for the community garden and has the authority to enforce rules.

Credo: The leadership team exists to ensure the responsible management of the garden grounds and business in a manner that allows gardeners of any race, class and ability the opportunity to flourish and succeed in a successful community gardening experience.

Leadership Team Requirements

- The LT is made up of a minimum of 4 and a maximum of 6 members as follows:
Community Liaison, Treasurer, Grounds Coordinator, Gardener Rep, Special Project Coordinator, and Facilitator.
- A gardener should expect to fulfill an LT role for a minimum of 1 year. In any case, positions will be open for elections by a majority vote of the membership at the end of two years.
- The LT will meet at least once a month, year round, and LT members will attend work group meetings as needed.
- LT members and nominees must be active Gardeners in Good Standing (GIGS), be available for meetings and LT team communication process*, and demonstrate an understanding of and willingness to work with existing garden and Leadership Team policies.
** Email is the main means of LT communication. A LT member should be able to respond to email within 48 hours of receiving a message, and should communicate (by any means) when they will out of touch for a while.*
- Nominees should also have demonstrated reliability in the garden for one year, experience with a role's duties and required skills, and/or relevant references.

Leadership Team Rules

- A quorum is necessary for decision making by the Leadership Team.
A quorum is half of the LT team membership (rounded up), plus 1.
- Decision making: Unstructured Discussion > Circle Process (if needed) > Decision
> No Decision? Assign research, revisit at next meeting, resume Circle Process
> No Decision? Majority Rule Vote that day.
- Work group and special meetings may be scheduled as needed.
- Monthly LT meetings will have a fixed schedule (2011- 3rd Mondays 6-8pm @ the Bratt. Coop offices)
- LT meeting agendas will be made transparently with full LT input prior to meeting time.
- Open positions will be filled by a majority vote of the membership at the end of the garden season, or via application and decision by a quorum of the LT in the interim.
- LT members will be available and will maintain a phone tree to facilitate and guarantee crisis resolution.

- Process for ending a gardener’s membership:
 - need for review comes to the attention of the LT (through any channel)
 - Gardener Rep makes attempts to contact using contact information on record
 - Member should reply within 7 days > issue resolved? > yes
 - issue resolved? > no > LT Decision making process
 - Membership ended? >Notification by certified letter > reassignment of plot
 - An ineffective Leadership Team member may be removed by LT Decision Making Process in a regular or special meeting
- ✿ *Circle Process . . . up to 3 times around the circle. “Debate” is avoided in favor of adding an authentic contribution to solution building.*

Leadership Roles and Duties

<p>Community Liaison</p> <ul style="list-style-type: none"> • agrcg rep in the greater community, incl. business with POS and the Retreat • membership recruitment • collaborates with gardener rep to plan and coordinate community garden events <p>Sandy Pagnucci spagnucci@gmail.com 257-5198</p>	<p>Treasurer</p> <ul style="list-style-type: none"> • receives applications and dues • sets and manages bank account • produces budgets and monthly treasury reports • collaborates with Special Project Coordinator to create fundraising opportunities • assists in LT duties as needed, <p>Carole Crompton cmcrompton@comcast.net 254-4833</p>	<p>Grounds Coordinator</p> <ul style="list-style-type: none"> • point of contact regarding grounds management • coordinates and oversees implementation of grounds keeping & maintenance policies <p>tba</p>	<p>Gardener Rep</p> <ul style="list-style-type: none"> • represents general and specific membership interests and concerns • maintains bulletin board • creates and maintains garden signage • collaborates with community liaison to plan and coordinate community garden events. <p>tba</p>	<p>Special Project Coordinator</p> <ul style="list-style-type: none"> • fundraising • coordination for special projects • assist in LT duties as needed <p>tba</p>	<p>Facilitator</p> <ul style="list-style-type: none"> • coordinates meeting logistics, agenda making • facilitates meetings • archives agendas, minutes and other garden documents • publish garden news monthly • maintain website <p>Lisa Kuneman lk@sover.net 257-0209</p>
---	--	---	--	--	--

- The LT will fulfill the garden’s policies, and do so in a manner that makes good on the Leadership Team Credo.
- The LT will fulfill the expectations of the Retreat (sign a yearly agreement and adhere to the terms of tenancy, end of year report) and POS (attend monthly Leadership Circle meetings- or report monthly via email prior to the 4th Wednesday of each month: garden news, financial reporting, concerns/issues).

-end-