

Grand Community Gardens Organization Constitution and Bylaws

Article I - Name

Section A:

The organization will be named Grand Community Gardens Organization (GCG). The GCG will operate as a not-for-profit, volunteer gardening program under the Colorado State University Grand County Extension Office which is funded by Grand County Government and County Commissioners.

Article II – Purpose

Section A: The Organization

GCG's purpose is to promote research-based gardening education in Grand County Colorado. It will operate in conjunction with the Master Gardener Program to promote gardening education in Grand County. Members will be encouraged to become Colorado Master Gardener Volunteers to help with education programs.

Section B: Town Sites

GCG, in cooperation and agreement with municipalities in Grand County, will develop and manage community garden sites that can be utilized by residents of Grand County for gardening purposes.

Article III – Membership

Any person residing in Grand County interested in gardening can be a member of the Grand Community Gardens Organization.

Section A: Executive Board

The Executive Board shall consist of no less than 4 and no more than 8 with one Ex-officio member from the Grand County Extension Office. They shall be elected to a 3-year term with a goal of at least one representative from every community that has community garden plots. The term shall be staggered so that there is no more than half of the board leaving in one year. Members wishing to serve on the Executive Board must submit a letter of application to the board for approval. Officers shall be elected in October and assume the office in November.

Section B: General Membership

Any person who rents a garden plot, or chooses to pay an annual membership of \$20, will be granted membership to the organization.

Section C: Partial Term Board Member Vacancy

The Board can fill partial-term vacancies by appointment of any Grand Community Gardens member in good standing. A member in good standing has a current plot rental or has paid dues for the current year.

Section D: Resignation

Any board member may resign at any time by giving written notice to the Board of Directors of GCG. Unless otherwise specified in such written notice, such resignation shall take effect upon receipt thereof by the Board of Directors, and the acceptance of such resignation shall not be necessary to make it effective.

Section E: Removal of Board Member

Any Board Member may be removed, with or without cause, at any time by the unanimous vote of the other Directors, at a special meeting of the Board called for that purpose.

Article IV – Executive Board Offices

Section A: Offices

The Offices of the Executive Board shall consist of President, President-elect and Treasurer. When elected to an office, the member will serve for two years: first year President-elect, then President for the second year. The Colorado State University Extension Agent for Grand County will serve as the Ex-officio Treasurer.

Section B: Duties of the President

The President should preside over the meeting of the Executive Board and at the membership meeting unless otherwise unavailable. The President will be the official representative of the organization and sign any board-approved documents on behalf of the organization. If absent at the meeting, the President-elect will preside over the Executive Board.

Section C: Duties of President-elect

The President-elect shall have the power to perform all the duties of the President in the absence of the President. The duties of the President–elect are to keep accurate minutes of the meeting and inform the board of all correspondence relating to the board.

Section D: Duties of Treasurer

The Treasurer shall be responsible for working with the Colorado State University Extension Office for Grand County to keep an accurate record of the Grand Community Garden Organization account. The Treasurer, in cooperation with the Board, shall prepare an annual budget to be submitted in January. The Treasurer prepares and submits monthly financial reports for Board review.

Article V – Meetings

Section A: Executive Board

The Executive Board shall meet a minimum of eight times each year to discuss regular business of the organization that needs to be addressed before the annual meeting. At

the beginning of each meeting the floor will be given in 3-minute intervals to any member wishing to address the board about community garden business.

Section B: Membership Meetings

Grand Community Gardens Organization shall have one annual membership meeting.

Section C: Special Meeting

The Executive Board shall call additional meetings as necessary to address items that need action taken before regular scheduled meetings. The Board may choose to meet in executive session to address personnel or personal matters pertaining to the work of the organization.

Article VI – Committees

Section A: Special and Standing Committees

The Executive Board may appoint any standing and special committees deemed necessary for the operation of the organization. The board shall appoint the committee members and the board shall appoint the chairman. Once appointed, the chairman is responsible for organizing the committee and reporting back to the board.

Section B: Site Coordinators

The Executive Board will appoint a site coordinator for each site operating under the Grand Community Gardens' direction. Each site coordinator is responsible for monitoring the irrigation systems, identifying maintenance needs (but not required to do maintenance), plot assignment, and assuring that the gardeners are adhering to the rules and regulations set forth in the Grand Community Garden contracts each gardener is required to sign. The site coordinator is responsible for submitting a monthly report to the executive board and to organize and keep the site's gardeners informed of workdays, activities and events.

Article VII – Amendments

Section A: Amendment to Constitution

The Constitution and Bylaws may be changed by a majority vote of the Executive Board. No change shall be made unless 30-day written notice is given to all board members.

Article VIII Dissolution

Section A: Dissolution of Organization.

Grand Community Gardens can be dissolved after written notice has been given to all members 30 days before a majority vote of the Executive Board. Written notice must include the plans for dispersal of funds to other charitable organizations or municipalities.

