

Selected Garden Policies

Garden Plot Distribution Policy (revised 4/9/2022)

Distribution of garden plots will be accomplished based on those prospective Gardeners who express interest in a plot, and will be based on the following priorities:

1. East Phillips residents who participated in the previous year and met the conditions of use.
2. Residents of the East Phillips neighborhood
3. Alumni of the garden who have moved out of the neighborhood.

The Garden Membership Committee consists of the people who have signed the current Garden Contract and Waiver, have paid this year's Garden Plot Fee (or have set up an alternative payment plan) and who garden in the East Phillips Community 17th Ave. Garden (the gardeners).

The members of the Garden Organizing Work group come from four groups, the gardeners, the EPIC Board of Directors, EPIC staff and neighborhood volunteers.

The Garden Membership Group and Garden Organizing Workgroup hold open meetings and seek input from the gardeners. The EPIC Garden Membership Committee will convene regular monthly open democratic meetings of the Garden Membership Committee (from March to October) and the Garden Organizational Workgroup (year long). Meeting attendance by all gardeners is highly encouraged but not required. There is a substantial amount of work that goes into making the East Phillips Garden run, and attending the above mentioned garden meetings is one way that this work is accomplished. Gardeners may create additional work groups. Any changes or special meetings will be announced one week in advance on the Garden Bulletin Board and/or by E-mail.

The Garden Membership Committee may delegate the following tasks to the Garden Organizational Workgroup and any other working group of the garden:

- notify gardeners of Garden Membership Committee meetings;
- facilitate consensus building and decision making for garden related business;
- delegate garden tasks;
- see to the upkeep of the garden, coordinating with gardeners to complete garden tasks, such as organizing the garden shed, weeding and clearing garden walkways;
- complete administrative and outreach tasks pertaining to the EPIC garden, including: contact EPIC gardeners to figure out who wants a plot each year; communicate with gardeners to obtain

plot fees and garden use agreements; arranging for the water to be turned on in the spring and off in the fall;

- maintain safe and legal conditions in the garden.

- Manage finances, including recommending a budget and plot fees each year; ensure any garden related bills and taxes are paid; coordinate fundraising and development; follow EPIC's Operating Policies and Procedures regarding financial procedures; maintain and update EPIC garden policies and procedures

- Help to facilitate and develop the garden vision and mission in coordination with gardeners and the EPIC board

- Follow requirements for committees as set out in EPIC's Operating Policies and Procedures

Garden Maintenance Policy (6/12/2010 revised 4/9/2011 and 4/9/2022)

There is a substantial amount of work that goes into making the East Phillips garden run, and contributing to the maintenance of the garden is one way to contribute. The maintenance of the garden is a shared responsibility of all gardeners and in order to share the work of maintaining the garden, the gardeners of each plot are expected to contribute at least six hours to garden maintenance over and above the time required to maintain their own plot.

Gardeners may fulfill their garden maintenance work hours by joining weekly Garden Maintenance Days or by joining larger Garden Work Days that will occur three times throughout the gardening season. Gardeners may also do garden maintenance work on their own time outside of these work/maintenance days, tasks that always need to be done include: maintaining the paths; taking care of the perennial flower garden, herb garden, raspberry patches, strawberry/rhubarb patch; compost pile maintenance; organizing the shed. Garden tasks will be described in the garden shed for reference.

A tally sheet will not be maintained to keep track of hours worked on collective garden maintenance work, the honor system will be used.

Plot Fee Payment Policy (9/11/2010, revised 4/9/2022)

- 1) For returning Gardeners, the Garden Plot Fee is due at the end of March. For returning gardeners, garden Plots which have not been paid and for which there is no approved Alternate Payment Plan will be available for reassignment at the end of March.

- 2) For new Gardeners, the Garden Plot Fee is due within one month following plot assignment. For new gardeners, garden plots which have not been paid and for which there

is no approved Alternate Payment Plan, plot reassignment will not take place until one month following plot assignment.

- 3) The Garden Plot may not be tilled or planted until the plot fee has been paid or an Alternate Payment Plan has been approved by a member of the Garden Organizing Workgroup.
- 4) It is the Gardeners responsibility to provide the Garden Organizing Workgroup with a means of communication, such as email, phone number and/or address for garden related flyers.
- 6) TheGarden Organizing Workgroup will make reasonable efforts to contact Gardeners who have not paid their plot fee or established a payment plan within the above time frame. If contact is not established or an Alternate Payment Plan has not been approved, the plot in question will be available for reassignment within the above time frame.
- 7) An Alternate Payment Plan, if necessary, is not defined but one must communicate with a member of the Garden Organizing Workgroup to set up an Alternate Payment Plan. The Alternate Payment Plan will be put in writing by a member of the Garden Organizing Workgroup.

Plot Planting Policy (6/14/2008, revised 4/9/2022)

Every gardener should have their garden worked by the 2nd weekend in June. The plot may be reassigned after that date if there is no indication of an attempt to garden the plot.

Garden Plot Security Policy Draft

4/19/2014, revised 4/9/2022

Each Gardener must be vigilant to assure that the Garden gates and Garden shed are locked at all times.

Each Garden Plot is for the use of the gardener assigned to it.

- No person may enter another gardener's plot for any purpose which is not authorized by the gardener leasing the plot.
- Each Gardener must supervise their children so they do not cause damage to another's plot or common areas.

- Each Gardener must supervise their guests and friends so they do not cause damage to another's plot or common areas.
- No one may pick or harvest another Gardener's crops without the specific permission of the gardener leasing the plot.

Some Garden crops are to be SHARED by ALL Gardeners. This means that no one Gardener may harvest all, or even a large percentage of these shared crops. Remember, there are 32 plots with gardeners who have the right to share these crops on an equal basis. For example, if there are 34 apples, the Gardeners in each plot are entitled to one apple.

Shared Garden Crops:

- The grapes and raspberries growing around the perimeter of the Garden are to be shared.
- The fruit from the six fruit trees along the North border of the Garden are to be shared.
- The herbs in the Herb Garden are to be shared.
- Any rhubarb and strawberries in the Rhubarb/Strawberry Patch in the North East corner of the Garden are to be shared.
- The work of tending to these shared crops is also to be shared as designated by the appropriate Garden Work Group.