COMMITTEE CHARTER

Name of Committee	Garden Steering Committee
Date of last revision	
Purpose (Summary)	The purpose of the EPIC Garden Steering Committee is to provide guidance for the EPIC garden. The Steering Committee will work together to complete tasks pertaining to the garden and.
Specific responsibilities	-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; -bring decisions to the general garden membership to be made in a democratic process; -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; -coordinate with EPIC to ensure the garden's water bills and property taxes are paid and directing fundraising efforts; -purchase garden related items that fall within the garden budget. Items over $____ must be approved by the general garden membership and any purchases outside of the EPIC operating budget must get EPIC board approval; -maintain safe and legal conditions in the garden.
Any specific decisions delegated to the Committee by the board	-purchase garden related items that fall within the garden budget. Items over $____ must be approved by the general garden membership and any purchases outside of the EPIC operating budget must get EPIC board approval
Meeting schedule (regular date, time, place)	-Garden Organizing Workgroup Meetings: Third Thursday of the month at 5pm. -Garden Membership Meetings: First Thursday of the month at 6pm …at the EPIC garden (when weather permits), the EPIC office, or via Zoom
Composition (number and type –board members, or others?)	EPIC Executive Coordinator or Garden Coordinator; ___ gardeners. (We are not required to have board member, bylaws say ideally at least one board member)

Other important details	

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