

ROSE ROOTS COMMUNITY GARDEN  
**BY-LAWS**  
March 4, 2012

**Our Mission**

To create a beautiful, organic community garden, orchard and collaborative environment that restores the bond between people, food and nature. We will work with each other and the land with integrity, courage and artistic thinking to create a better local-food system and a fertile, abundant world for the children who follow us.

**Our Vision**

Everyone in the region participating in and benefitting from an equitable and ecologically sound food system, compassionate communities and rich experiences with nature.

**We Value**

Sustainability, Education, and Community Outreach

**Membership**

Any person regardless of race, creed, color, age, sexual orientation, handicap, or location of residence may become a member of the Rose Roots Community Garden by paying the per-household membership fee. The membership fee will be determined by the Steering Committee, is non-refundable, and may be used at the discretion of the Steering Committee, to pay for supplies and services for the garden and orchard. Membership entitles each individual in the member household to participate as a gardener in private garden plots, shared garden plots and to make use of the composting facilities. Members also elect the officers, may themselves serve as officers, and may serve on the Steering Committee.

For the purpose of voting and petitioning in accordance with these bylaws, each member household will count as one vote or as one petitioning member regardless of the number of individuals that live in that household. A non-voting Honorary Membership may be conferred, by vote of the membership, upon deserving garden members who no longer wish to garden or are otherwise unable to do so; but wish to participate in garden activities. Honorary Members shall not be required to pay membership fees and may not serve on the Steering Committee. Except where otherwise specified, the term "member" in these bylaws refers to the household and not to individuals within the household. Membership may be terminated at any time by notice from the member, by majority vote of the Steering Committee, or by petition from five or more members.

**Electing Officers**

Officers are unpaid volunteers chosen from the membership. They will be self-nominated prior to the annual members meeting and elected bi-annually at the annual meeting. A majority of the full membership must be voting in the election of officers, either in person or by proxy, or by the prior completion of a ballot. Officers receiving a majority of the votes cast will be elected and will serve for two years.

**Responsibility of President**

The President presides over all meetings of the Steering Committee, sets agenda, organizes potlucks and/or annual meetings, coordinates communication to the various committees, and is the liaison between the garden, Denver Urban Gardens, ("DUG"), and the City of Arvada.

**Responsibility of Vice President**

The Vice President acts as the President when the President is absent or unavailable, and sits on the Steering Committee.

**Responsibility of Administrator**

The Administrator is responsible for all written records of the organization, minutes of meetings, official correspondence, and sits on the Steering Committee.

**Responsibility of Membership**

The Membership is responsible to track and maintain member plot records, collect plot fees, field phone and email inquiries, maintain gardener wait list, track member community service hours, hold guidelines, and sits on the Steering Committee.

**Responsibility of Treasurer**

The Treasurer is responsible for all financial records, has the authority to give approval to Denver Urban Gardens for the release of money on behalf of the organization and sits on the Steering Committee.

**Steering Committee**

The Steering Committee shall be composed of three members, of the listed above, and no more than five. Any member may join the Steering Committee at any time if a position is open, by nomination of at least two members, not including themselves. Advance notice of such nomination must be given at least one week before the next Steering Committee meeting. Members thus nominated serve on the Steering Committee for two years, after which re-nomination is required. Any member missing three consecutive meetings of the Steering Committee will be removed from further service on the Steering Committee. Members that are removed from the Steering Committee as a result of missed meetings may only be reinstated for service once, through re-nomination. The Steering Committee may, by a majority vote at any meeting, waive this limit in individual instances. Termination of membership in the organization also terminates service on the Steering Committee.

A quorum of a 50% or more of the Steering Committee is required at each meeting, in order to transact business. Decision making at such meetings will be by majority vote of those present. Steering Committee meetings shall be open to all members, although only members duly nominated to the committee prior to the meeting shall have voting rights and be counted for quorum.

**Garden Plots**

The combination of private and shared garden plots, and their size and layout, shall be determined by the Steering Committee and may be altered from year to year. All members may participate in the planting and maintenance of shared garden plots and the overall garden infrastructure.

Any member may for an additional fee rent a second private garden plot, when available. The additional plot will be reserved for their private use for one growing season, provided that such use complies with the Rules and Regulations. The number, size, location, cost, and assignment to members of private garden plots will be determined by the Steering Committee and may be altered from year to year. However, whenever a plot survives from year to year the renter of that plot during the previous year will be given first choice to rent that plot again in the immediately following year. Rents paid for private plots will not be refunded, even if membership is terminated

during the rental period.

### **Public Access**

The Rose Roots Community Garden is located in The Hills at Standley Lake Park and shall be open to the general public provided that their activities do not interfere with the operation of the gardens and are not in violation of the Rules and Regulations. The Steering Committee shall seek and maintain insurance and other measures necessary for such public access.

### **Meetings**

The members will meet at least once per year at a place and time set by the Steering Committee, with the purpose of electing officers for the following year, to review the financial status of the organization, to discuss planning for the coming year, and to socialize. Advance notice must be given to all members at least two weeks before the date of the meeting.

Regular meetings of the Steering Committee will be held as needed, with at least two weeks advance notice of the place and time of meeting to all Steering Committee members. The requirement for advance notice of Steering Committee meetings may be waived by mutual agreement of all Steering Committee members.

### **Rules and Regulations**

The Rules and Regulations for use of the Rose Roots Community Garden shall be established by the Steering Committee. Members must abide by these rules. Failure to do so will be grounds for termination of membership.

### **Amendments**

These By-Laws may be amended by the Steering Committee, or by petition from a majority of the members. Members who wish to change the by-laws must submit the proposed change in writing at least one week prior to a monthly meeting of the Steering Committee.

### **Organizational Note**

The Rose Roots Community Garden is currently organized legally under Denver Urban Gardens ("DUG"), a 501(c)(3) corporation and is doing business under the name "Rose Roots Community Garden." The land, on which the Rose Roots Community Garden is located, is owned by the City of Arvada and is Jefferson County Open Space.