

HYATT PARK COMMUNITY GARDEN ASSOCIATION

BYLAWS

Name

The name of this association is HYATT PARK COMMUNITY GARDEN ASSOCIATION.

Purpose

The purpose of the HYATT PARK COMMUNITY GARDEN ASSOCIATION (“HPCGA” or “Association”) is to provide and maintain organic vegetable garden plots within Hyatt Park, in the city of Hyattsville, MD at the corner Hamilton Street and 36th Avenue for nutrition, recreation, education, culture, and community development.

Cultural Accommodation: HPCGA will make every effort to be inclusive of all cultures and will be inviting of diversity, reflecting the demographics of the community of Hyattsville.

Membership

Members: Members of HPCGA are those persons who have applied and been accepted as members of HPCGA and who are assigned garden plots by the HPCGA, pay annual dues, and abide by the Hyatt Park Community Garden Rules (“Rules”). Every plot is entitled to one vote at a meeting of the Members.

Eligibility: Application for membership is open to current residents of the city of Hyattsville, MD over the age of 18 who support the purposes of HPCGA.

Assignment of Garden Plots: The Plot Coordinator will assign garden plots annually, in concurrence with the Executive Committee. In the event that all available garden plots have been filled, a waiting list for individuals wishing to have a plot in the Hyatt Park Community Garden will be maintained. New Members will be selected from the eligible persons on the waiting list based on the date of their application to the garden.

Termination: A membership shall terminate upon the occurrence of any of the following events:

1. The Member resigns;
2. The Member fails to pay the required annual fee by the deadline set for renewal;

3. Any event that renders the Member ineligible for membership; or
4. Termination of membership, based on the good faith determination of the Executive Committee that the Member has failed in a material and serious degree to observe the rules of conduct of HPCGA, or has otherwise engaged in conduct materially and seriously contrary to HPCGA purposes and interests.

Procedure. If grounds appear to exist for terminating a membership, the following procedure shall be followed:

1. The Executive Committee shall give the Member at least 15 days' prior written notice of the proposed termination and the reasons for the proposed termination. Written notice may be given either by email or U.S. Mail.
2. The Member shall be given an opportunity to respond, either orally or in writing, at least five days before the effective date of the proposed termination. The response shall be heard, or the written statement considered, by the Executive Committee to determine whether the termination should occur.
3. A vote of the Executive Committee shall decide whether the membership is terminated. A majority (3 of 5) of the members of the Executive Committee must vote to terminate the membership. The decision of the Executive Committee shall be final. An individual whose membership has been terminated by the Executive Committee is not eligible to re-apply for membership in HPCGA.

Meetings

There shall be 2 meetings per year of the Hyatt Park Community Garden Association:

1. In November, for the election of Association officers and other business.
2. In March, to discuss gardening techniques and garden business.

The Executive Committee may call a Special Meeting at any time. Garden Members shall be given seven (7) days written notice (either by post or email) of the time and place of all meetings.

Voting: Members normally elect the Officers at the November meeting. Members shall vote on adopting, amending, or repealing these bylaws and the Garden Rules, as needed, and on other items, including, but not limited to, the expenditure of funds and the scheduling and performing of activities being

conducted in the name of the HPCGA, as presented by the Executive Committee. All items shall be decided by a simple majority of those present at the meeting in which the vote takes place at which a quorum is present.

Quorum: A quorum of gardeners shall constitute 25% of garden membership in good standing. A Member must be present at the meeting to vote. Voting by proxy or absentee ballot is not allowed.

Officers

The elected Officers of the HPCGA are Senior Co-Leader, Junior Co-Leader, Secretary, Treasurer, and Plot Coordinator.

Term of Office: All Officers are elected for 2-year terms.

Elections: The Members normally elect the officers at the November meeting.

Officer Duties: In executing their duties, the Officers retain voting privileges as Members in all matters relating to the garden community as a whole, as well as those relating to the decisions of the Executive Committee.

Co-Leaders: The Co-Leaders jointly serve as the senior leaders of the HPCGA. Upon election, a Co-Leader will normally serve the first year as the Junior Co-Leader and the second year as the Senior Co-Leader. The Co-Leaders select the leaders for the crews and committees, and may delegate leadership responsibilities to the other Officers. The Co-Leaders call and preside over meetings of the Membership and the Executive Committee. The Co-Leaders are responsible for carrying out the policies and operation of the Association, for use of Association funds, and acting as liaisons with the City of Hyattsville.

Secretary: The Secretary shall record the minutes of the meetings of the HPCGA .

Treasurer The Treasurer shall maintain adequate and correct books and accounts of the Association's transactions, receive all dues and monies on behalf of the HPCGA, and make payments as required and authorized. The Treasurer shall make reports and maintain financial records as may be required by the Executive Committee.

Plot Coordinator The Plot Coordinator shall maintain, or cause to be maintained, a list of applicants and assigned garden plots, advise the Co-Leaders of garden plots not in use and available for reassignment, and update and maintain the Community Garden database.

Executive Committee

The Executive Committee consists of the five (5) elected Officers. The Executive

Committee is responsible for the oversight and direction of the Association, and the delegation of responsibilities for day-to-day operations to the Officers, teams and other committees. The Executive Committee shall periodically draft and recommend amendments to these bylaws and the Rules, determine the amount of the Members' annual dues and fees, approve and authorize payment from Association funds for all disbursements, and administer any other business of the Association, as it may, from time to time, deem necessary for the good working order of the Association and the Garden.

Garden Teams

The Executive Committee may periodically request that Members volunteer to lead and participate on Garden Teams, which include the Plot Monitoring, Landscape and Maintenance, Perimeter, and other teams designated by the Executive Committee. The Plot Monitoring Team ensures the all plots meet the standards as stated in the Garden Rules and bylaws. The Landscape and Maintenance Team coordinates tasks for garden work days. The Perimeter Team maintains all perimeter paths of the garden.

Support Leads

The Executive Committee may periodically request gardeners volunteer to be Support Leads, which include the Communications and Outreach Lead, the Events Lead, the Website Lead, and others designated by the Executive Committee. The Communications and Outreach Lead promotes garden recruitment. The Events Lead coordinates the annual picnic and other garden events. The Website Lead maintains the garden website.

Date of Adoption

These bylaws were adopted by a vote of the the Members at a regular meeting of the Hyatt Park Community Garden Association on November 2, 2016.