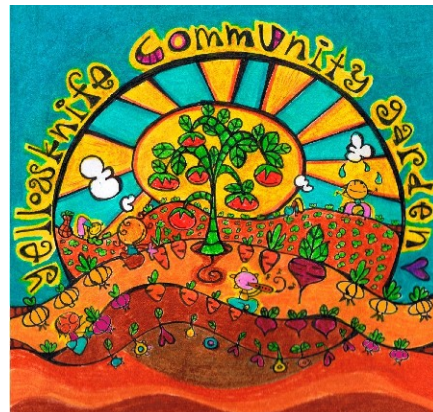


# Garden Gazette

## Yellowknife Community Garden Collective

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**Volunteer for the Board!**  
**Bring a Mug!**

### The Annual General Meeting is Coming!

Tuesday, October 23, 2007, Yellowknife Library Meeting Room @ 7:00 pm

On Tuesday, October 23<sup>rd</sup>, the Yellowknife Community Garden Collective will hold its Annual General Meeting (AGM), and we need you! Your attendance is **COMPULSORY** to maintain your membership in good standing. The agenda includes the filling of numerous board positions, reporting on donations, voting on by-law changes, and having time to meet and chat with fellow gardeners!

If for some reason you are unable to attend the AGM, you can send a proxy. Fill out the form at the end of this newsletter and send it with someone else to the AGM.

### Changes to YCGC By-Laws: Board Members

The current YCGC by-laws list that there should be between 5 and 10 Board members elected. The important Board positions of Chair, Co-chair, Treasurer, and Secretary are not listed in the by-laws. The by-laws presently only list the following as potential Board positions: Resource Coordinator, Liaison Coordinator, Education Coordinator, Archivist, Site Manager, and Publicity/PR.

The Board feels that the proper functioning of the Board can best be accomplished with 10 Board Members as follows: Chair, Co-chair, Secretary, Treasurer, Membership Coordinator, Education Coordinator, Liaison Coordinator, Publicity/PR person, and Site Manager (one for each site). Please review the following recommended changes to the by-laws regarding Board membership. These recommendations are subject to approval by the majority of the membership at the upcoming AGM.

#### **CURRENT BY-LAWS AND SUGGESTED AMENDMENTS:**

##### **Board Members**

- There will be between 5 and 10 board members elected from among the members of the society at the AGM to hold specific offices as outlined under Board Positions (below) until the conclusion of the next AGM. **(No change)**

- b) Until the first AGM, interim board members will be elected at a general meeting with the same responsibilities and obligations as the board members elected at each succeeding AGM. **(No change)**
- c) Board members shall have the power to appoint any member of the society to fill a vacancy in their numbers. This position will not be held beyond the unexpired portion of the term of the board member being replaced. **(No change)**
- d) Board members shall be responsible for conducting the affairs of the society in accordance with the objectives, by-laws and Societies Act. **(No change)**
- e) Any board member may be expelled by a 2/3 majority vote of the board members of the society for proven dishonesty, or gross misconduct, or failing or refusing to carry out duties as a director as provided in these by-laws. **(No change)**

### **Board Positions**

- a) The **Chair** is responsible for organizing, calling and presiding over meetings, including board meetings and the Annual General Meeting. The Chair assumes the positions of Secretary or Treasurer in their absence. **(New)**
- b) The **Co-Chair** regularly assists the Chair in their responsibilities. The Co-Chair assumes responsibility for the duties prescribed to the Chair when the Chair is not present. **(New)**
- c) The **Secretary** is responsible for keeping the minutes at meetings, maintaining records of these minutes, and distributing them to the Board. The Secretary is also responsible for keeping up to date records of the history of the YCGC. **(New)**
- d) The **Treasurer** is responsible for keeping full and accurate accounts of all receipts and disbursements (i.e. all financial transactions and donations). The Treasurer prepares the year-end financial statement for audit and submits the financial statement and list of Board Directors to the Registrar of Societies. **(New)**
- e) The **Membership Coordinator** keeps a list of the membership of the collective, receives and records payments of dues, assigns member plots, and collects member waiver forms and contact information. **(New)**
- f) The **Resource Coordinator** is responsible for soliciting and keeping track of financial and material requirements required in running the gardens. **(SUGGESTION - REMOVE THIS POSITION)**
- g) The **Liaison Coordinator** is responsible for coordinating food security group involvement, maintaining communication with food security members and overseeing food delivery/pick-up.

**CHANGE TO:** The Liaison Coordinator is responsible for coordinating food security group involvement by maintaining communication with charities accepting food security donations, providing information to membership about where to donate crops, and facilitating the recording of member donations to charity.

- h) The **Education Coordinator** is responsible for organizing workshops, researching and providing up to date information for members on organic gardening methods, soil improvements, composting, water conservation techniques and matters of a like nature. **(No change)**
- i) The **Archivist** is responsible for keeping up to date records of the history of the YCGC development, plot planting charts, or individual/group involvement, annual lists of resource/contact people and donations. Maintaining the photograph collection. Collecting historical information on YK/NWT gardening. **(SUGGESTION - REMOVE THIS POSITION)**
- j) The **Site Managers** (one for each site) are responsible for general management of the garden site and observation of garden etiquette and members obligations. The site

managers are also responsible for maintenance, inventory of and identification system for, YCGC tools and equipment. Also responsible for annually assessing garden equipment needs and the allocation of plots.

**CHANGE TO:** The Site Managers are responsible for general management of the garden site. This includes organizing work bees and recording members' participation in collective duties and compliance with member obligations. In addition, Site Managers are responsible for the inventory of and identification system for YCGC tools and equipment. Site Managers may be assisted by the volunteer positions of Assistant Site Manager, Compost Coordinator, and Equipment Manager.

k) The **Publicity/PR** person is responsible for publicity, advertising and preparing newsletters.

**ADD:** The Publicity/PR person is also responsible for maintaining the photograph collection and collecting historical information on YK/NWT gardening.

## Changes to YCGC By-Laws: Members' Obligations

Gardeners in the Yellowknife Community Garden Collective (YCGC) are required to sign a waiver form that states, "I shall abide by the terms and conditions of membership as described in the Yellowknife Community Garden Collective by-laws and regulations". Although the YCGC by-laws list membership obligations, it has come to the Board's attention that further clarification is needed on some of the membership obligations. In addition, the Board is recommending that a few new obligations be added to what is currently stated in the by-laws.

The privilege of membership in the Yellowknife Community Garden Collective is maintained by keeping ones membership in good standing. Membership in good standing is achieved by meeting membership obligations. Site Managers keep records of members' compliance with membership obligations. Failure to meet these obligations may result in a member being expelled if a resolution is passed by a majority of Board members.

The current by-laws list the following member obligations:

- Agree to and sign a liability waiver
- Agree to and sign a "new member contract" outlining the YCGC member obligations
- Pay an annual membership fee, a plot user fee (for members maintaining a personal plot) at such time and in such amount as is determined by the members at the Annual General Meeting (AGM)
- Use 'organic' gardening methods exclusively in garden plots, following certification standards used by the 'Canadian Organic Growers' (COG) and guidelines outlined in resource materials developed by the YCGC
- Maintain allotted community and personal plots
- Use water conservation methods as determined by the membership
- Use water for garden purposes only
- Follow garden etiquette as determined by the membership
- Water costs must be paid at such time and in such amount as established by the board and communicated by the treasurer
- Members agree to participate, in person or by proxy, in society activities, including membership meetings and board responsibilities

The Board is suggesting the current list of obligations in the by-laws be amended to the following:

- Agree to and sign a liability waiver (**no change**)
- Agree to and sign a “member contract” outlining the YCGC member obligations (“**new**” **deleted because not all members are new**)
- Pay an annual membership fee and a plot user fee (for members maintaining a personal plot) at such time and in such amount as is determined by the members at the Annual General Meeting (AGM); and a water fee at such time and in such amount as established by the board and communicated by the treasurer (**changed to include all fees**)
- Use ‘organic’ gardening methods exclusively in garden plots, following certification standards used by the ‘Canadian Organic Growers’ (COG) and guidelines outlined in resource materials developed by the YCGC. This means that no chemical fertilizers or weed suppressants may be used. Organic fertilizers include manure, compost, bone meal, blood meal and grass clippings. (**change – added clarification**)
- Maintain community and personal plots allotted to you. Members agree to not only maintain their own garden plot but also to participate in collective duties. The maintenance and upkeep of each garden site is accomplished through member participation in regular maintenance chores and special work-bee activities. Participation is recorded. (**change - clarification added**)
- Keep personal plot and surrounding walkways free of weeds. Removed weeds are to be taken to the natural area well outside the fence. Site Managers will assist novice gardeners in identifying weeds. (**New**)
- Agree to clean up plot in the fall. Each plot is allotted on a year-to-year basis and no permanent structures or items of decoration will be left on the plot at the end of the gardening season. Each plot will be left free of any debris. Compostables will be dug into the soil or placed in compost bins on site. (**New**)
- Conserve water by watering by hand. Watering cans are provided in the garden sheds. Watering by hose is not permitted as it can lead to wasting water and causing damage by dragging hoses over garden plots. (**change – clarification about accepted water conservation methods**)
- Use water for garden purposes only (**no change**)
- Harvest produce in a timely manner to prevent wastage. Site Managers will contact members who do not appear to be harvesting produce in a timely manner and if no contact can be made, the plot will be harvested and donated to charity. (**New**)
- Donate produce to charity. The Board will provide a list of qualifying charities and the types of crops accepted by each. Members are required to donate 25% of their harvest to the charity of their choice. The majority of these donations should be root crops that can be easily stored. (**New**)
- Agree to participate, in person or by proxy, in society activities, including membership meetings and board responsibilities. Members who fail to attend the Annual General Meeting in person or by proxy will not be considered for membership renewal the following society year. (**change – clarification about AGM attendance added – this already is stated elsewhere in by-laws but Board suggests adding to obligations for further clarity**)

## PROXY

I the undersigned give permission to

- The Board's Directors OR
- \_\_\_\_\_

to vote on my behalf at the Annual General Meeting on October 23, 2007.

NAME: \_\_\_\_\_ (one name per proxy please)

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

EMAIL: \_\_\_\_\_

\_\_\_\_\_

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