

# **Gladstone Community Gardening Association**

P.O. Box 756, Gladstone, OR 97027

contact@gladstonegarden.org

503-676-6778

## **Rules and Responsibilities**

Our gardens are to be managed as organically as possible to provide the healthiest food for your family. They are for personal and family (non-commercial) use. Selling your produce is prohibited by the Gladstone Community Gardening Association (GCGA) Bylaws. Sharing with friends, relatives, or donations to a non-profit food bank is encouraged.

The guidelines below define the ethics and courtesies that must be observed by all members and their guests for the benefit of everyone. Failure to observe them will result in disciplinary measures up to and including loss of membership.

The Gladstone Community Gardening Association is a nonprofit membership organization. General management of the GCGA is conducted by the Board of Directors, who are elected as provided in Article V, Section 1 of the GCGA Bylaws. Board Directors may be contacted by email at contact@gladstonegarden.org.

### **Requirements**

- You must be 21 years of age to apply for a garden lot.
- First year garden members may have one (1) lot. After their first year, upon approval, gardeners may have a maximum of two (2) lots per household.
- Keep your garden member ID card with you and know your lot number. Do not loan, share, or copy your ID card.
- Each member will provide their own tools, supplies, seeds, etc.
- The majority of your lot will be under cultivation, starting no later than June 1, to October 31<sup>st</sup>. Regular attention and cultivation must be evident, with minimal weeds.
- Lots are to be kept in a tidy condition.

- If you are not planning on growing fall/winter crops, your garden/s should be cleaned up by October 31st.
- If you decide to give up a lot or leave the garden, you must clean it up well and leave it in a state you would enjoy taking over if you were new to the garden.
- There is zero tolerance for unauthorized harvest by you, your guests, or unattended children in a lot other than your own; destruction of another gardener's plants or structures; or subletting your lot or part of a lot to another person who is not a member. You may take on a partner, but you are responsible for the lot.
- The City of Gladstone owns our garden land and we lease it from them, so we must follow their rules. Become familiar with the City Park Rules posted inside the park boundaries, as they will be enforced by the City and/or the garden Board of Directors. The consumption of alcoholic beverages in the garden or surrounding park land is strictly forbidden and will constitute loss of membership. Marijuana is not to be grown in the garden. If found, it will be removed and you will forfeit your membership.
- Spending the night and/or camping in the garden is strictly forbidden.
- Please do not feed any wildlife in the garden (geese, squirrels, etc). We don't need to encourage them!

### **Membership Renewal**

Memberships expire March 1<sup>st</sup> annually. Annual membership renewal documents are mailed to all garden members in good standing in January, and are due on the date of the Annual Membership Meeting, the first Tuesday of March. Annual membership cards are distributed at the Membership Meeting, or mailed shortly afterward.

### **Community Work Hours**

Each gardener is required to fulfill four hours total of community garden work per assigned allotment. Work hours are completed through scheduled work parties or through board member assignments. ***Work hours completed on your own, outside of work parties, need to be reported by email or text*** ([contact@gladstonegarden.org](mailto:contact@gladstonegarden.org), 503-676-6778) Any work performed in your assigned lot does not count towards work hour completion. In order to maintain membership status for the following year, work hours must be completed by the end of each current year.

**Please Note:** If you are not able to complete your community work hours, or have extenuating circumstances, you must contact the Board of Directors (call, text or email) who may, *upon approval*, allow gardeners to make a contribution to the garden's equipment fund of \$25 per work hour owed. This will be on a case-by-case basis and only acceptable upon the approval of the Board of Directors and is due with membership renewal the following year

Opportunities for work hours and volunteer service include, but are not limited to:

- Garden work parties are scheduled every few weeks throughout the season, to mow/trim pathways, parking areas and along Dahl Beach Road fenceline, maintain compost piles, clean up vacant lots, clear plants from the fence, and other projects as needed.
- Mow/trim pathways, prune branches and vines growing into pathways.
- Volunteers with tillers are needed to help others prepare their soil for planting in the spring.
- Equipment upkeep & maintenance
- Maintenance committee: We need a few volunteers for pathway repair/realignment, plumbing repairs/maintenance, work party coordinators, and special projects.
- Assisting another gardener during extended absence such as illness or vacation.
- Delivering produce donations to food banks, from the garden collection sites.
- Translation assistance.
- GCGA Board Membership: Officers serve for 2 years and may run for reelection (President, Vice-President, Treasurer and Secretary). Two Members-at-Large serve 1-year terms.

### **General Responsibilities**

- Courtesy and respect for each gardener's style makes the garden a pleasant and better place. You can learn a lot from others' methods too. Share your knowledge with other gardeners. Each of us has special knowledge and talents that can help others.
- While disagreements may happen, solve them quietly and politely or ask a Board Member to help resolve the issue.
- Alert the Board and other gardeners to problems such as theft, disease, or pest outbreaks. Our gardens are very close to each other and problems can spread quickly without prompt action. Ask for help solving these issues - we have some very knowledgeable gardeners who are willing to assist you.

- If you do ask for help from another member in tilling, trimming, or any other labor, please offer to compensate them appropriately.
- If you have someone caring for your garden in your absence, provide them with written permission and inform a Board Member so they won't be asked to leave. You are fully responsible for family, friends, and guests while at the garden.
- Pipe repairs, if caused by a gardener's actions or negligence, shall be paid for by the gardener in materials and time spent for repair. Your assistance in the repair can be helpful and is encouraged.
- When unlocking the gate to enter, roll all four dials so the combination does not show, then hang the lock in the locking hole. Be sure you lock the gate when you leave.
- Watch your email for announcements including work party dates, special project work dates, and alerts about disease or pest occurrences with methods of control.

### **Violations & Termination of Membership**

Violation of the rules and responsibilities may result in termination, expulsion or suspension of membership. A member who has been expelled or whose membership has been terminated or suspended may be liable to GCGA for dues, assessments, or fees as a result of obligations incurred by the member before expulsion, suspension or termination.

GCGA Board Members will routinely conduct inspections of the gardens and notify gardeners verbally and in writing of gardening violations. If the violation is not corrected within 10 days, another written notice of violation may be issued, and will count as another violation. More than 3 violations within a membership year will result in non-renewal of membership. The member will be notified verbally and in writing of their termination of membership, not less than 15 days before the date of termination, in accordance with Oregon Administrative Rule ORS 65.167. They will have 10 days, after the date of their membership termination, to clean and vacate the lot. Any plants, supplies or other materials left in the lot after the expiration of that period will become property of the GCGA.

Actions that will result in immediate termination of membership are criminal activity, violation of City Park Rules, and harassment or abuse (verbal or physical) of any person on the garden premises.

# Manage Your Garden Responsibly

## DO

## DON'T

### WEEDING

Remove invasive weeds such as bindweed, horsetail, wild onions, etc.

Control weeds by pulling, hoeing, tilling and using approved mulch material such as straw, woodchips, and cover crop.

Plain, non-waxed cardboard, without tape, is allowed. Cover with mulch, straw, or leaves so it is not exposed.

If your lot becomes overgrown with weeds, you will be contacted by a board member and be expected to clean it up within 10 days.

Use of Preem, Round-Up, or other long-lasting chemicals is forbidden!

Mulching with or landscape fabric is not allowed.

### PATHWAYS & LOT BOUNDARIES

Keep bushes and vines tied back from the pathways for ease of passage.

East-West pathways must be kept at least 30 inches wide. North-South pathways are 24 inches wide.

Do not plant crops on the very edge of your lot. Everything grows and expands, which makes it difficult to mow and maintain the pathways.

Do not extend your garden into the pathways. If you are unsure of lot lines, please ask a Board Member for help.

### STRUCTURES

Temporary small cold frames for seedlings and temporary shade cloths are permitted for delicate plants getting started.

Trellising for cane berries and grapes is permitted so long as they do not exceed a height of 6ft.

Storage of gardening materials must be neat and orderly.

Temporary fencing: only green color should be used. Please no orange fencing.

Large landscape covers, tall walls, and permanent structures are not permitted. Tents/canopies are not allowed. They can blow away or shade a neighboring garden.

Wooden borders around lots or box structures are not allowed as they harbor slugs and rodents. Do not use cement to set posts which can cause walking, tilling, or mowing hazards.

Do not use or bring stones, bricks, pavers, gravel, or any rock material into the gardens.

## DO

## DON'T

### PLANTING & SOIL

**Maintain good soil structure and carbon content with periodic soil renewal of organic materials such as compost or other plant or leaf materials.** Cover cropping is also a means of building soil organic matter and fertility.

If your garden soil has sunk well below the pathway level, it is a sign you need to add organic matter.

Do not plant fruit or ornamental trees, roses,\* blackberries, tall plants that shade a neighboring garden, large shrubs, hard kernel corn, popcorn, flour or dent corn. Only sweet corn is allowed.

*\*As of 2021, no new rose bushes may be planted.*

### WATER

**Use water wisely**, it is for watering garden lots only. Water is provided by the City. Hand watering, low level sprinklers, soaker hoses, and trenches are recommended.

You need to be present at the garden and responsible for your water when it is on.

Automatic water timers are not permitted. Leaving faucets and hoses open and unattended, overnight or anytime you are not present at the garden, is strictly forbidden.

### COMPOST & NON-PLANT WASTE

Use the compost piles for discarding garden plant materials **ONLY**.

Gardeners must bear responsibility for their own refuse. Neither the City nor the GCGA provides waste disposal for non-plant materials. All non-plant materials must be disposed of by gardeners at their home, or a waste disposal site. This includes wooden stakes, cardboard, wire, burlap, compost/soil packaging, tags, gloves, etc.

Do not discard in the compost piles: stakes, twine or other binders, discarded gloves, pots, or other non-plant materials. Dispose of them at home. The city will not recycle our compost piles if non-plant materials are found.

Do not bring yard debris or kitchen scraps from home to the compost piles.

Materials are not allowed to be taken away from the compost piles for personal garden use. The compost pile is a potential vector for plant pathogens, pest insects, and weed seeds. Use of materials from these piles risks spreading these issues to your garden as well as others.