

West Park Community Garden Committee Charter

Charter Revised: 1.22.20 ; Board Approved: 1.22.20

The Somerset Owners Association's Board of Directors has the authority to create standing committees according to Section 3.16 of the Somerset Owners Association Bylaws.

As such, the Board of Directors updates this formal resolution to amend the Finance and Budget Committee with the powers and duties set forth.

Purpose

The purpose of the West Park Community Garden Committee is to determine how the West Park Community Garden will be managed, operated and maintained on behalf of the Board of Directors to facilitate sound decision-making through detailed reporting. In addition, the West Park Community Garden Committee will provide recommendations and suggestions regarding planning and day to day operations and ways to improve the community garden. The committee shall conduct its business in conformance with the Mission, Vision and Goals of the Somerset Owners Association.

Responsibilities

The Committee shall have no authority to act on behalf of the Association other than to formulate and present information and recommendations to the Board related to its stated purpose. The Committee shall not engage in any activities that have not been requested by the Board either specifically or via the responsibilities identified in this charter.

Specific responsibilities shall include but are not limited to:

1. Establish opening and closing dates annually for seasonal operations of the garden.
2. Detailed review of daily garden operations including an interest list of individuals, assigning garden beds annually via lottery process for standard and handicap beds, creating and implementing garden rules, obtaining tools and hoses as needed. Determine fees for all garden beds annually.
3. Committee is responsible for raising funds for the garden through Truckee Meadows Parks Foundation for additional improvements.
4. Review and establish irrigation based on needs. Maintain aesthetics and appearance of the garden.
5. Provide educational tools for gardeners to ensure success of the garden. Develop an orientation for all users of the garden along with informational packets. Plan educational events for community.

Organization and Term

The Committee shall be comprised of seven Board appointed members; two Board members and five Association unit owners in good standing. Committee will appoint a chair to the designated liaison between staff, garden participants and the committee. A quorum of the West Park Community Garden Committee shall consist of a majority of members. A decision may be rendered by a majority of members at a meeting at which a quorum is present.

At least one of the assigned Board members shall be in attendance at each Committee meeting.

Each January, the Board shall appoint Committee Members and a non-Board Chairperson and Vice-Chairperson who shall be responsible for leading all meetings. The West Park Community Garden Committee members shall serve at the pleasure of the Board and may be removed and/or appointed at any time.

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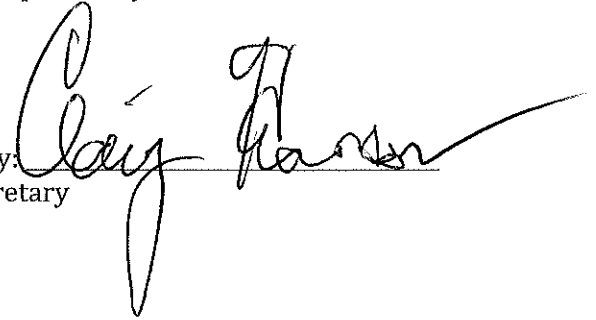
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The Committee meeting calendar will be established on an annual basis for Board approval at its December Board meeting. Additional meetings may be scheduled as necessary.

A member of the association staff will attend meetings as directed by the Board of Directors, but will not serve as a committee member. Staff members may take meeting recaps and provide information to the committee.

The West Park Community Garden Committee charter was duly updated by the action of the Board of Directors on January 22, 2020.

By: 
Board President

Attested By: 
Board Secretary

Committee Members Required Signatures

With my signature below, I agree that as an appointed member of the West Park Community Garden Committee, I am bound by all Somerset Governing Documents, local state and federal or other applicable laws and Board requirements to maintain all confidential information if presented. I also agree to attend scheduled meetings and to participate as an active member of this committee.

Name/Signature

Date

Name/Signature

Date

Name/Signature

Date

Name/Signature

Date

Name/Signature

Date