

BYLAWS OF THE JUNEAU COMMUNITY GARDEN ASSOCIATION

This organization shall be known as the Juneau Community Garden Association (hereinafter referred to as the “Association”), a nonprofit organization.

ARTICLE I. OBJECTIVES

The Association is organized exclusively for charitable, scientific, or educational purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code. The Association’s purposes include but are not limited to the following:

- (a) To provide garden plots (at a reasonable fee to be set annually by the trustees) for the use of individuals, families, and nonprofit organizations interested in gardening including its educational aspects and to contribute food security in the City and Borough of Juneau;
- (b) To provide a setting for educational exchange concerning gardening, among the members and between the Master Gardeners and the members;
- (c) To undertake responsibility for the operational management of the Juneau Community Garden and conduct all relationships with other persons and organizations related to that management function;
- (d) To foster, promote, and encourage the art, science, and practice of gardening.

Notwithstanding any other provisions of these articles, the Association shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code or not permitted by City and Borough of Juneau policy.

ARTICLE II. MEMBERSHIP

Membership shall be open to any person or nonprofit organization interested in the objective of the Association and desiring to belong to the Association.

Regular members shall consist of those members who have paid their fee per plot per annum and completed their service hours as outlined in the Association's Operating Rules.

Honorary members shall be those members, nonprofit groups and government agencies who are given honorary membership by the Board of Trustees and shall have no obligation to pay membership dues.

Memberships shall not be transferable, except as specified in the Operating Rules for Garden Partners.

Members may be divested of membership for any action inimical to the goals, purposes, or mission of the Juneau Community Garden by a majority vote of the Board of Trustees only after first having been provided with a minimum of fourteen days advance notice of grounds for divestiture and an opportunity to defend his or her actions before the Board of Trustees.

(Adopted 11-6-94)

ARTICLE III. OFFICERS

The officers shall be President, Vice President, Secretary and Treasurer.

The President shall preside at membership and Board of Trustees meetings, call board meetings when necessary, appoint chairpersons of standing committees, and make other appointments as needed.

The Vice President shall conduct the business of the Association during the absence of the President, and assist the President as called upon to do so.

The Secretary shall maintain records of meetings and the archives of the Association.

The Treasurer shall collect all monies and dues, pay all bills, retain all financial records, present a financial report to the board at least quarterly, and propose an annual budget.

ARTICLE IV. BOARD OF TRUSTEES

The officers plus four members-at-large shall act as the Board of Trustees. The Cooperative Extension Agent and a Master Gardener Association representative will assist the Board of Trustees in a non-voting advisory capacity. The trustees shall be elected by the regular members of the Association.

Membership will receive an electronic link to vote on candidates. No proxy voting is permitted. The eight candidates with the highest number of votes are elected. A tie vote shall be resolved in whatever manner the current president deems appropriate. The board will organize itself post-election for the positions listed above, and report the results of the election to the membership.

The Board of Trustees shall provide yearly goals and programs and take action to assure that the records of the Treasurer are reviewed annually. Operating rules shall be set by the board and reviewed annually. Rules governing the use of the Garden shall be set by the board after circulation of draft rules (or proposed amendments) to the membership and after obtaining comments from members.

Five trustees, not including advisors, shall be necessary and sufficient at all meetings to constitute a quorum for the transaction of business. If a simple majority of the board, not including advisors, does not agree on an issue, the issue must be brought to the regular membership for a vote.

Any board member who misses three consecutive meetings after having notice of those meetings, without being excused by the board, ceases to be a trustee. A vacancy thus created, or arising from resignation, shall be filled temporarily until the end of the term as follows:

- (a) The person receiving the next highest number of votes in the last election.

(b) If none, or if that person declines, the Board will nominate a replacement for the remainder of the term.

(c) The Board will notify members of the temporary replacement via email.

ARTICLE V. PARLIAMENTARY AUTHORITY Roberts Rules of Order, revised, shall be used in all cases not covered by the Articles of Association and the Bylaws.

ARTICLE VI. AMENDMENTS These Bylaws may be amended by the Board of Trustees at any regularly scheduled meeting, provided that the proposed amendments have first been circulated (together with notice of the meeting) to all members except that Article I (Objectives) may not be changed except in the manner prescribed for amendment of the Articles of Association.

Approved by the Board of Trustees 9/25/93, as amended 11/6/94, as amended 4/12/99, as revised 16 October 2013, and as revised 2 October 2023.

John Thedinga, President

Addendum 1. The Lena Loop Garden site shall fall under and adhere to the bylaws of the Juneau Community Garden Association as per the Board Meeting of the Juneau Community Garden Association, April 12, 1999. (RESCINDED 16 Oct 2013)

1. The duties of the treasurer were amended in 1999 to delete the membership responsibilities. The new position of membership manager was created at that time.
2. The duties of the membership manager existed as duties of the treasurer prior to the adoption of the amendment creating this position in April 1999.
3. The members-at-large shall be Juneau Community Garden members a minimum of 2 years and in good standing. The three garden sites are Montana Creek, Lena Point and Douglas Island. This amendment was adopted in 1999. Prior to 1999, this provision provided for one member-at-large and an alternate member-at-large. (RESCINDED 16 Oct 2013)