

APPENDIX C – CLUB BY-LAWS

ARTICLE I – GENERAL

Section A. Name of Organization: The Oasis Garden Club.

Section B: Purpose of Organization: The purpose of the Club is to manage the community garden thereby providing residents with a common place to garden. The Club seeks to develop and broaden our members’ agricultural talents and common interests.

Section C: These bylaws willfully comply with the Association’s Governing Documents (Documents), and Chartered Club Rules and Procedures (Rules). In the event of a conflict between these bylaws and the Documents, or Rules, the Documents or Rules will prevail.

ARTICLE II – MEMBERSHIP

Section A: Membership shall be open to all Association members in good standing without discrimination on the basis of race, color, sex, age, religion, national and ethnic origin, disability, marital status, sexual orientation, gender identity or expression, veteran status, genetic information, or any other protected class under applicable law.

Section B: There shall be no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organization.

Section C: Guest Privileges: Guests are allowed under the following circumstances:

- Members may invite guests to assist them on the members’ planter at any time.
- The guest **must** be accompanied by the member.

Section D: Dues: 2ft x 4ft x 8ft plots at \$65/year
1ft x 4ft x 8ft plots at \$50/year
Payable September 1st of each year.
Dues are non-refundable

Section E: Member responsibilities:

- Fertilizer and replacement soil is the responsibility of the planter owner.
- Maintain the planter and the surrounding area, free of weeds and trash.
- Turn off the water at their planter on leaving and remove all personal tools
- Pets are not permitted in the garden beds (planters).
- Pets are allowed, on a leash, in the common areas.
- Planters are not transferable – non-renewed planters revert back to the club.
- Planters may be shared, but one club member must be designated the planter owner responsible for planter maintenance.
- Metal tomato cages are permitted; limit of six per planter.
- Planter perimeter fencing constructed of light (19-22) gauge wire, such as chicken wire and welded wire, typically used for concrete or building construction, are permitted.
- Arbors, trellises or any other structure, including garden art must be freestanding and within the confines of the garden planter. Limit of two per planter. The maximum height for these structures is 72 inches (six feet).
- Individual enclosed greenhouse type structures are not permitted nor are tubular aluminum structures.
- Cold frames may not exceed 24 inches in height.
- Hoop gardens are allowed but may not exceed 36 inches in height, must be properly secured to the ground and cannot contain metal framework.
- Garden structure(s) cannot shade an adjoining planter.
- Repairs for any damage done to irrigation system while gardening will be paid by the member who did the damage.
- No plants deemed to be hazardous to local environment, flora or fauna are allowed.
- Plants in violation of federal state and local laws are not permitted.
- Garden tools will be kept in a designated area; cleaned after use.
- Donated garden tools and other items become the property of the club.

Section F: Planter Allocations:

- Planters will be assigned by a Lottery Process which will be determined at a later meeting.

ARTICLE III – OFFICERS

Section A: The executive board shall consist at a minimum of a president, vice- president and secretary/ treasurer.

Section B: All officers shall be elected by a vote of the general membership and shall serve without compensation.

Section C: Terms of Office and Responsibilities: Officers shall serve for 1 year, beginning on October 1st and terminating on September 30th.

- The President shall preside at all meetings of the General Membership and Executive Board. The President shall communicate with the Lifestyle Director, Association Manager or Chartered Club Advisory Committee representatives as needed. The President will be responsible for completing any Contract for Services as needed and submit a copy of the same for approval by the Board or Management prior to execution.
- The Vice-President shall assume the duties of the President should the President not be available for any meeting. The Vice- President shall assist the President as needed.
- The Secretary will be responsible for taking minutes at all meetings, distribute ballots for voting purposes, taking attendance and be responsible for any correspondence which may be required by the club.
- The Treasurer shall control and record club revenues and expenses. The Treasurer shall provide financial reports as required to the Membership, Lifestyle Director and Association Manager.

Section D: Nomination and Election Procedures: Nominations for new officers shall be in October and voting will be by secret ballot at the December meeting.

- Current officers may be re-elected for an additional term(s) but the President is limited to two consecutive terms.
- Spouse/partners cannot both be officers at the same time.

Section E: Meetings, Quorum, and Voting Procedures: The Executive Board shall meet quarterly or more frequently if necessary. A quorum consists of a simple majority of Board Members. Voting will be by consensus unless a secret ballot is requested by any officer.

Section F: Vacancies and Recall of Officers: Any officer unable to continue his/her duties may tender their resignation letter to the membership with 30-day notice.

- The president will appoint a replacement officer within 30 days to serve the remaining term of the officer resigning. If the President's position becomes vacant, the Vice-President will assume the duties of the President for the remaining term of office.
- An officer shall be removed from office by a majority vote of the total membership. This vote shall be by secret ballot. Written notice, which may be by email, shall be given to members at least two weeks prior to the special meeting called for such a purpose.

ARTICLE IV – MEETINGS

Section A: Types and Frequencies of Meetings: One formal meeting shall be held on the first Tuesday of each quarter at 6:00 PM in the Lifestyle House or Gallery when complete.

Section B: Conduct of Meetings/Parliamentary Procedure: Business meetings shall be conducted in accordance with normal business protocol and in the event of any dispute, Roberts Rules of order shall be used to determine correct procedure.

Section C: Voting and Quorum Procedures: Quorum for any business meeting shall consist of 20% of the club membership. Voting shall typically be by a show of hands except for election of officers which will be by Secret Ballot unless elected by acclamation.

ARTICLE V – FINANCIAL

Section A: Financial records will be reconciled monthly with the DWeT Lifestyle Director or designated representative per the procedures defined in the Charter Club Operating Manual and maintained for a period of seven (7) years.

Section B: Financial records should be certified on an annual basis, by an individual(s) other than those elected to the executive board. The result of the certification will be presented to the general membership and duly recorded in the applicable minutes of the meeting at which presented.

Section C: Cash and inventory Control Procedures shall be per the Charter Club Operating Manual standard procedure.

Section D: The treasurer’s signature is required on all check requests. Only the Treasurer can deposit or withdraw funds. If the Treasurer is absent for an extended period of time, a designee (usually the President) can take over these responsibilities.

ARTICLE VI – COMMITTEES

Section A: Permanent (standing) committees are not expected to be required but the Club retains the right to create such committees should they become a future requirement.

Section B: Committee chairpersons may be appointed by the Executive Board.

Section C: All committees shall have written mission statements or objectives assigned prior to committee appointment.

ARTICLE VII – AMENDMENTS

Section A: To amend the bylaws of this club requires a majority vote of the membership present at a meeting duly called for such purpose, a quorum being present and required notice being given. All proposed amendments must be approved by the Lifestyle Director or Charter Club Advisory Committee before submitting the proposal for a vote by the

membership.

Section B: Notice requirement and procedure shall be in accordance with Florida statutes but not less than 14 days' notice shall be provided to the members, in writing (or by e-mail).

ARTICLE VIII – DISSOLUTION

Prior to club dissolution, and after all debts are satisfied, all property and assets shall be turned over to the Association.

Signatures:

For the Club:

Michael Dwyer, President

For the Lifestyle Director

Kerry Sobieski, Lifestyle Director

For the Association

Stacey Miller, Community Assoc.
Manager

Date _____