Date: June 5, 2012  
Title: UAF Campus Community Garden  
Amount Requested: $10,967  
Organization: Arctic Gardeners United  
Author: Nicole Y Swenson  
nyswenson@alaska.edu  
(907) 687-1564  
Second year M.Sc. student in Natural Resource Management  
Sustainability Theme: Food Systems and Sustainable Design

Project Summary

We propose to initiate, build, operate, and maintain a community garden for the University of Alaska Fairbanks—a place where we can come to grow. With the recent help of the People’s Endowment, this dream has begun to sprout and The Arctic Gardeners United have built 42 raised garden plots on an otherwise abandoned piece of University property. With this amazing advancement towards success, there remains a need for funding to purchase tools, construct a storage shed, and upgrade our irrigation infrastructure.

Project Description

The idea to create a community garden on campus is one that has come up in conversation among UAF affiliates for many years. This year a group of students, faculty and staff, now called The Arctic Gardeners United (AGU), have made an incredible advance towards the fruition of this dream. AGU was formed as a result of an informal poll circulated by a group of graduate students in the physical and biological sciences. Without expending much effort, it has transformed into an ad hoc committee of approximately 40 UAF students and employees dedicated to spearheading the UAF community garden effort.

The purpose of our garden is to provide a place on campus for us to grow food while enhancing the sense of community by promoting interactions across disciplines and between students, faculty, and staff. While most UAF faculty, staff, and students are not themselves farmers, many do share a passion for gardening. In working the soil, UAF community members share in the cultural memory of agricultural activities upon which our society was based. However, UAF currently lacks a community center where gardeners from all university units can ply their craft together. The garden also provides a place to host workshops, classes, and tours on campus that highlight UAF’s commitment to sustainability and the well-being of UAF affiliates.

Goals:
Our goal is that the University of Alaska Fairbanks’ Campus Community Garden will be a place where UAF students, faculty, staff, and their families lease a garden plot suitable to grow food and/or non-invasive ornamentals, build community, express creative freedom, and connect with the Alaskan landscape. Ultimately, we hope that the University embraces the garden and all interested UAF affiliates will have equal opportunity to use the gardening space. We strive to provide five categories of infrastructure: garden plots, gated wildlife fencing, a supply shed intended for housing garden implements and equipment, community space, and a reliable water
source and distribution system capable of supplying individual (or grouped) plots with water by
the end of the 2012 growing season. We hope for this project to exist in perpetuity by
implementing sustainable infrastructure design and an evolving garden committee that oversees
its survival into the future.

We selected an otherwise abandoned parcel of land along the walking path of the closed
Fairbanks St. Bridge to campus. Upon presenting our proposal to the UAF campus Master
Planning Committee, approval was granted and parking options established. Due to its’ central
and south facing location on lower campus, the plots have ample sunlight and great access for all
UAF affiliates.

With the generous funding from The People’s Endowment and the blessing of the Master
Planning Committee, we began constructing a community garden of 42 individual garden plots.
Current infrastructure includes 42 raised beds, a 900-gallon water tank, and a 6-foot tall wildlife
fence. Our garden’s design is expandable if enough interest is generated on campus in future
years. As this was an incredible achievement for two spring workdays, we are still in need of
two of our five infrastructure needs: adequate storage and irrigation infrastructure. To complete
these infrastructural goals, we are asking for a total sum of $10,967.

**Project value**

While smaller-scale community gardens have been previously initiated at UAF for specific target
users, we believe that a community garden, available to all interested UAF students or
employees, will immeasurably enrich the campus environment. As demonstrated at the
Botanical Gardens, UAF occupies some of the finest vegetable growing land in Fairbanks.
Consequently, we believe that a community garden located on campus would enhance
sustainability by providing nutritious local foods to UAF affiliates who otherwise lack access to
such growing conditions and infrastructure. This point has already been demonstrated by a
lengthening waiting list for plots at our community garden in its first season!

A visible campus community garden will speak volumes to the local community about UAF’s
commitment to sustainability. It would encourage increased participation in the future that would
foster a sense of community across diverse campus groups that interact infrequently. A
community garden would also move UAF closer to its goal of moving from its “gold” to a
“platinum” rating in its 2014 AASHE STARS Report update.

Since the sustainability fee is geared towards energy efficiency, reducing the number of miles
food must travel to our plate is an essential step towards a more sustainable campus. A
community garden exists on the east side of Fairbanks, and their success has resulted in a waiting
list of interested vegetable gardeners. Besides limited space for gardeners, it is not readily
accessible to most UAF affiliates by foot or bike. The central location of UAF’s community
garden will not only provide nutritious food for participating students, but also reduce the need to
travel by car to access a garden plot.

The garden provides new avenues for students to be involved with the UAF community and
campus. These avenues include using a plot seasonally and/or being an active member of AGU
to help make decisions for the future of the garden. Furthermore, AGU has agreed upon a set of bylaws that creates a committee of 3 elected student garden participants responsible for the implementation, maintenance, and financial responsibility of the community garden. With both a staff and faculty adviser overseeing this board, we hope to provide adequate representation and continuity for the success of the garden into the future. (Please see Garden Bylaws in Supplemental Materials for further detail.)

**Carbon Footprint**

This project will help reduce UAF’s carbon footprint in multiple ways. First it will reduce the number of food miles that are associated with large carbon footprints. A food mile is a concept that portrays the distance food must travel to reach the plate. Since we live in Fairbanks, Alaska, we live thousands of miles away from the origin of most food that we eat on a daily basis. However, in the summer our garden will provide a wonderful opportunity to slow down the consumption of foods with such incredibly large carbon footprints. If the gardener so desires, this footprint can also reduce winter food miles if produce is stored via canning, drying or freezing.

Second, UAF affiliates will not have to drive across town to purchase fresh produce from other food venues including farmers markets, grocery stores, etc. Since they will already be on campus for work, they can easily walk or bike to the garden from their office. And thirdly, within our irrigation design, we plan to use solar power for any required energy usage.

**Implementation plan**

The Community Garden Committee plans to use an adaptive management approach to garden management and will solicit periodic suggestions from the gardeners about the short and long-term goals for the garden. Based upon the input received, the Committee will modify its goals and develop an implementation plan for its revised goals. To accomplish their goals, the Committee will apply for grant funds, seek sponsorships, and collect annual gardening fees to encourage the garden to be self-sustaining, while supporting the local economy and businesses, when possible. The Committee will facilitate this goal by tracking expenses and keeping a detailed budget that is publicly available and updated before the end of the calendar year.

Each year, gardeners will sign a contract agreeing to the rules formed by the AGU advisory board to ensure compliance. A small fee will be required for each plot per growing season to establish commitment and to provide funds for expected annual garden maintenance. Gardeners will be given access to a plot(s), soil, basic tools, and water. Eight volunteer hours are required of each gardener for basic maintenance and annual cleanup duties for each season to maintain a functional, safe, and attractive community space. Participants will have full responsibility of their plots productivity and are expected to be active members in annual garden meetings to help us achieve our goal of growing a community of sustainable growers. (Please see Garden Contract and Etiquette in Supplemental Materials for more information.)

To promote community involvement and reduce labor costs, AGU is committed to constructing, implementing and managing UAF’s Community Garden as a sustainable entity. With 42 garden boxes and fence constructed solely on volunteer hours, we plan on erecting a storage shed and
implementing irrigation infrastructure with the help and advice from Facility Services and the generous funding from the Office of Sustainability.

The Garden Committee will try to purchase a used shed, if possible, but the estimated cost (Spenard's Builders Supply) to construct a 10' x 12' shed is $2500. Therefore, we are requesting up to $2500 to be used for the construction/purchase of a tool shed. We will make our decision on which method to use based on availability and funds by June 15th. Either of these methods will not require further assistance from outside sources and we plan on having this aspect of the project completed by June 31, 2012.

Gardening tools will require a similar method as we will look for used and donated tools until the end of June where we will then purchase the remaining needed items from a local hardware store or greenhouse. Currently, we have been unsuccessful in acquiring used tools, but aim to reduce and reuse as we head towards our goals. Please see cost breakdown of tools and supplies in budget table.

Currently, our irrigation system hinges on the simple generosity of Facility Services management. Not only has Facility Services gifted the 900-gallon water tank; they offered to fill the tank as needed. However, the first time that it was filled, it took three hours, which is a very inefficient use of energy and labor for a task that can be automated using solar energy. As we would like this project to be self-sustaining, we see this as a potential roadblock to success in the future if, for example, management, priorities or access changes within Facility Services.

To remedy this situation, we propose to upgrade our water system through the purchase and installation of a solar-powered water pump to maintain and fill the water level in the donated 900-gallon water tank. This solution would provide a sustainable water supply and help this project become its own functioning entity. There are many options for a solar-powered water pump and the specific details and cost will require knowledge about site-specific details that can be obtained only after funding has been acquired.

A suitable solar panel and water pump kit is estimated to cost approximately $2500 ($2150 parts; $350 shipping). Costs related with the solar system installation are estimated to be less than $1000 (including water pipe, electrical conduit, electrical wiring, panel mounting hardware). The services of a well driller is estimated to cost up to $3100. Therefore, the maximum cost for a solar powered well is estimated to be $6600.

Water system costs could be reduced through a number of mechanisms, which we will explore as we move forward. For example, we may be able to utilize power from the Sustainable Village's Solar PV system or water system to fill our tank without purchasing our own separate system. We may also be able to get Facility Services to tap into an electrical power line that runs parallel to the former Fairbanks Ave. that is used to power overhead lights. We intend to work with Facility Services and the Sustainable Village to explore our options and implement only the most sensible upgrade to our water system that is possible. It may be possible that a solar-powered water pump is not a preferred option by UAF. In that case, we will need to explore other alternatives to fill our water tank. We plan to have this aspect of our project approved and purchased by July 31st, 2012.
Timeline

<table>
<thead>
<tr>
<th>Date:</th>
<th>Activity</th>
<th>Person Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 26 2012</td>
<td>Finish fencing, finalize gardeners</td>
<td>AGU</td>
</tr>
<tr>
<td>June 1 2012</td>
<td>Allow participating gardeners to begin planting</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>June 31 2012</td>
<td>Provide secure storage shed and garden tools</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>July 31 2012</td>
<td>Provide permanent irrigation system</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>September 20 2012</td>
<td>Irrigation system emptied</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>April 1 2013</td>
<td>Annual AGU meeting</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>April 15 2013</td>
<td>announcement to campus</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>April 20 2013</td>
<td>Booth at Earth Day event</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>May 15 2013</td>
<td>Last day for garden contract and fees</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>June 1 2013</td>
<td>Begin planting, open irrigation system</td>
<td>AGU</td>
</tr>
</tbody>
</table>

* AGU Garden Committee elections are currently in progress.

Outreach Plan

To ensure that all UAF students are aware of the garden’s existence and benefits, each spring a campus-wide email, publication in The Cornerstone, information booth on Earth day events, and radio announcements will alert full time students, staff and faculty of the availability of the garden plots. If not reachable by email, pedestrians will clearly see signs on the garden’s fence describing what the garden is, who supports it, and how to become a member. In the budget, we have requested funds to create signs that clearly advertise garden information and the UAF sustainability logo. Each spring and fall we plan to host garden clean-up parties where anyone from the community can participate, eat food, listen to music and learn about growing nutritious foods and our garden.

<table>
<thead>
<tr>
<th>Date:</th>
<th>Activity</th>
<th>Person Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1st (Annually)</td>
<td>Campus-wide email, Cornerstone Article, KUAC announcement of plot openings</td>
<td>Chairperson*</td>
</tr>
<tr>
<td>April 20th (Annually)</td>
<td>Earth Day information Booth</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>May 1st (Annually)</td>
<td>KUAC, KSUA, KIAK announcement of plot openings, Newsminer Article/announcement</td>
<td>Vice-Chairperson*</td>
</tr>
<tr>
<td>May 15th (Annually)</td>
<td>Garden “wake up” event</td>
<td>AGU</td>
</tr>
<tr>
<td>July 1st (Annually)</td>
<td>Organic gardening information workshop</td>
<td>AGU Garden Committee*</td>
</tr>
<tr>
<td>September 31st (Annually)</td>
<td>Garden Clearing event</td>
<td>AGU</td>
</tr>
</tbody>
</table>

*AGU Garden Committee elections currently in progress.

Supplies (Home Depot Online Prices)  | Cost | Shed (Spenard's Estimate)  | Cost | Well Infrastructure (estimate) | Swenson | Cost


We feel strongly that supporting local businesses is an essential part of community building and sustainability. Samson’s Hardware, Holmtown Nursery, Spenard Builders Supply, are examples of businesses we would be happy to support along our journey. We are committed to purchasing products from local stores whenever possible. We chose to observe cost estimates from local retailers such as Spenards builder supply because they have been a local business in Alaska for over 60 years. To estimate cost of tools and supplies, we observed online prices and expected an increase in that price from local resources. As noted earlier, we are also aware of the bountiful resource of used supplies that may be available to us via community websites such as craigslist and are actively watching these resources as well. Please see previous section for more detailed cost explanation.

Budget

**Budget Justification**

We feel strongly that supporting local businesses is an essential part of community building and sustainability. Samson’s Hardware, Holmtown Nursery, Spenard Builders Supply, are examples of businesses we would be happy to support along our journey. We are committed to purchasing products from local stores whenever possible. We chose to observe cost estimates from local retailers such as Spenards builder supply because they have been a local business in Alaska for over 60 years. To estimate cost of tools and supplies, we observed online prices and expected an increase in that price from local resources. As noted earlier, we are also aware of the bountiful resource of used supplies that may be available to us via community websites such as craigslist and are actively watching these resources as well. Please see previous section for more detailed cost explanation.

**Qualification & Experience**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garden rakes (2)</td>
<td>$34</td>
<td>Shed body (8'x8')</td>
<td>$1,699</td>
</tr>
<tr>
<td>Water Cans (8)</td>
<td>$48</td>
<td>Roof Kit</td>
<td>$279</td>
</tr>
<tr>
<td>Steel Garden Cart</td>
<td>$100</td>
<td>Floor Kit</td>
<td>$139</td>
</tr>
<tr>
<td>Weeding Hoes (5)</td>
<td>$90</td>
<td>Paint, etc. (est)</td>
<td>$100</td>
</tr>
<tr>
<td>Shovels (2)</td>
<td>$50</td>
<td>Shelving (est)</td>
<td>$100</td>
</tr>
<tr>
<td>Organic Fertilizer (est)</td>
<td>$100</td>
<td>Misc. hardware, nails, hooks, etc,</td>
<td>$200</td>
</tr>
<tr>
<td>Hoses, barrels, etc. for water dist. (est)</td>
<td>$400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Signs, etc. (est)</td>
<td>$200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Picnic Tables (4)</td>
<td>$480</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Garden Trowels (4)</td>
<td>$40</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assume +20% for local supplier</td>
<td>$308</td>
<td></td>
<td></td>
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</tbody>
</table>

**Total Supplies** | **Total Shed** | **Total Well** | **Total Request**
| $1,850 | $2517 | $6,600 | $10,967
As author, I feel that I am qualified to see this project to completion because I have been gardening in Alaska for 8 years. I have worked and volunteered on farms in both Montana and Alaska, managed a student garden CSA with the EATing program in the summer of 2011, and been involved in agricultural education for youth for many years. My graduate research is in the agricultural sciences and one of my passions in life is to make healthy, safe, nutritious and sustainable food available to as many people as possible. However, what makes me most confident in this project is that I am only one among a group of amazing motivated individuals who share similar experiences and goals. We have hydrologists who plan to help with irrigation, experienced builders who can help with design, motivated graphic designers to help with signs and logos, and organizers who are excited to plan events and enhance our sense of community. Clearly, AGU represents a motivated coalition of UAF hobby gardeners with the vision and determination to see this project to completion.

Technical advisers and collaborators

Furthermore, with the skill and determination of AGU as a group of talented individuals with diversified backgrounds, confidence is increased when considering the support this project has received from our technical advisers. See below for a list of our collaborators to date.

1. Dr. Bill Schnabel (Institute of Northern Engineering) provided faculty support and technical guidance with the organization, design, and vision for the Garden. Dr. Schnabel plans on being involved, supportive and an active member of the garden as long as he is with the University.
   Office: (907) 474-7789 Email: weschnabel@alaska.edu
2. UAF Facilities (Bear Edson) has provided a lot of assistance and support for the garden by loaning us tools, equipment, a water tank, and offering to fill up the water tank with a truck as needed through the summer.
3. UAF Cooperative Extension Office (Taylor Maida) has provided technical expertise regarding the control of noxious weeds and the process of organizing a community garden.
4. Office of Sustainability (Michele Hebert) has provided technical expertise and guidance regarding the operations and organization of a community garden. The Office of Sustainability has also offered to manage the grants and other funds brought in by the Garden.
5. UAF Master Planning Committee: Provided support for the garden concept and approved the location, while requesting that the Garden Committee check in with UAF Office of Health and Safety and UAF Parking Services.
6. UAF Parking Services: Provided guidance on parking related issues for the Garden.
7. UAF Office of Health and Safety: Provided guidance on the benefits and risks of using treated lumber for constructing raised beds for vegetable gardens.

Final Remarks
Funding from the Office of Sustainability would play a critical role in successfully completing our goal of providing a place to grow nutritious foods with adequate storage, access, community space, and a sustainable water source. Our previous successes and efforts demonstrate this community’s commitment to sustainability, healthy life styles and healthy communities. Your generosity would initiate the completion of our project implementation, and would move the project towards becoming a self-sufficient, long-term campus program. Funds from the Office of Sustainability would promote community building, sustainable food production, and experiential education on the UAF campus for many years to come.

Thank you for your time and consideration.

Please see following supplemental materials as mentioned in previous text.
Technical Advisor Letter
Gardener Contract
Garden Etiquette
Garden Bylaws
Solar water pump advertisement/estimate
To: RISE Board Project Review Committee

Dear Committee;

I am writing in support of Nicole Swenson’s request for RISE Board funding of the UAF community garden effort. The garden, led by a group of students, staff, and faculty under the moniker Arctic Gardener’s United, was installed in May of this year through the vision, determination, and dedication of its users, helpful oversight by the Office of Sustainability, and through a generous grant from the People’s Endowment. At this time, the garden contains 42 individual beds. The garden is surrounded by a newly-installed game fence, and Facilities Services has generously donated a 900-gallon water tank for irrigation. Although the governing board is still being formalized, existing users agree that this garden will utilize organic management practices and, where feasible, support locally-derived material and businesses.

While the garden itself is currently operational, it is not yet complete. Indeed one driving force behind the garden is to establish a sense of community among its users. For that, we require not only soil and plant boxes, but also gathering spaces, and a place to store and secure shared tools. Thus, Ms. Swenson’s proposal seeks funding for shared tools such as rakes and hoes, for a shed to secure the tools, for a set of picnic tables to create gathering spots, and for a solar-powered well to sustainably deliver water to our current holding tank.

I shared a leadership role in the creation of the garden, and intend to continue acting as a mentor and facilitator to the students, staff, and faculty members involved. While the students provide the energy and enthusiasm required to make the garden possible, staff and faculty commitments provide the long-term stability required to sustain the garden into the indefinite future.

Ms. Swenson and her student colleagues have imagined, planned, and built a garden that will ultimately become a jewel in the crown of the UAF campus. Their efforts have been tireless, and their outcomes astonishing. I am fortunate to have the opportunity to work with students of such caliber, and will gladly provide future guidance where necessary.

Regards,

William E. Schnabel
Director, Water and Environmental Research Center
weschnabel@alaska.edu  907-474-7789
I (the primary gardener on this application), ___________________________, agree to follow the guidelines listed below, and accept the following responsibilities. I understand that this is required in order to be a participating gardener at the UAF Campus Community Gardens.

1. I accept full responsibility for the maintenance of our individual garden plot, its neighboring pathways, and accept shared responsibility for maintenance of common areas, equipment, supplies, and infrastructure, including tools, shed, compost, water system, signs, pathways, and picnic tables. This includes locking water and shed after use, composting all plant debris, carrying out all trash, and replacing tools.

2. I agree to pay a fee of $50 per plot for the growing season at the time of registration. I am responsible for the removal of all vegetation and debris from my plot to the satisfaction of the Garden Coordinator at the end of garden cleanup day in September.

3. Up to two plots are rented to affiliates of UAF (Student, Staff, Faculty, or Professor emeritus) (exceptions based on the board’s discretion).

4. The primary gardener (on this application) will notify the Garden Coordinator if I cannot care for the plot. If the plot remains uncultivated by June 30, or if the plot appears to be neglected or abandoned throughout the season, I (we) will be contacted by a coordinator and the plot may be forfeited if situation is not corrected.

5. I will notify the Garden Coordinator upon termination of my contract and clear my plots.

6. Communal work requirements: I agree to volunteer eight (8) hours, for general maintenance and care for the garden, throughout the growing season. It is vital to the garden’s success, and use of the site is contingent upon our ability to maintain it. Communal work events will be scheduled throughout the season.

7. I will use only fertilizer, pesticide, herbicide, and fungicide products approved for organic use. Information on organic gardening methods is available through the Garden Coordinator or the Cooperative Extension Office. The Garden Committee is willing to provide organic products for use by any and all gardeners.

8. I will remain on the premises while using water. Gardeners are asked to conserve water at all times. Keep hoses neatly rolled up near their source and watering cans in the shed.

9. Borrowed tools should be cleaned and returned to the storage area when done. Tools are not to be removed from the garden site.

10. I will respect my fellow gardeners and the garden’s neighbors by not disturbing them or their property in any way and by using shared space appropriately.

11. No illegal plants may be grown, including any plants listed on the State of Alaska’s noxious weed list, which can be found on the web at: http://plants.usda.gov/java/noxious?rptType=State&statefips=02

12. Any gardening partners listed on this application will be given a copy of this contract and agree to abide by its terms.

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Garden Etiquette
UAF Campus Community Garden

Common-sense list of No’s:

- No pets in the garden, with the exception of service animals.
- No motorized vehicles unless authorized by the Garden Committee.
- No littering.
- No disrespectful behavior such as alcohol consumption, loud music, or profanity.
- No invasive plants.
  - Individual garden plots are to be used for growing fruits, vegetables, mushrooms, and/or flowers.
  - UAF Facilities will be maintaining the grassy areas within the garden, they have requested that 30 inches be left between all infrastructure components. Out of consideration for Facility Services, our gardeners are asked to keep the area surrounding their plots free of anything that cannot be mowed. This includes, pots, planters, watering cans, foliage of squash plants (they can be planted, but they will not be protected from lawn mowers), etc.
  - Parking is not allowed next to the garden (except during work days that require supplies, equipment, etc.). UAF Parking Services has made this stipulation during the Garden’s planning phase.
  - If Community plots are planted, they will be in designated areas. If you help with these areas, you may harvest from them.
  - No taking food that is not yours.
  - Each gardener is also responsible for the maintenance and weeding of any paths next to their gardening plot.
  - Crops over six feet tall are not allowed in individual plots due to the shadow effect it causes for neighboring gardeners. Be considerate of your neighbors!
  - All dead plant material from gardener’s plots must be disposed of in a proper fashion. Do not pile weeds and rocks in pathways. The garden group will provide a composting area for gardener’s plant material waste/weeds.
  - Gates are to remain closed at all times. Please ensure you close all gates behind you after entering and leaving the garden site.
  - Children are strongly encouraged to respectfully participate in all the joys of gardening. Supervision is important at all times.
  - The bulletin board is a way for all of us to stay in touch. Please use it for any garden-related purposes.
  - Please sign-in each time you visit the garden. This will provide us an important record of activities and assist us when investigating vandalism or other problems at the garden.
  - These guidelines are subject to change. You are responsible for checking your e-mail, or the garden bulletin board for updated information.
  - Enjoy the season! Enjoy each other! Enjoy the food!
ARTICLE I  PURPOSES OF THE UAF CAMPUS COMMUNITY GARDEN

Section 1. Name.
The Organization shall be known as the UAF Campus Community Garden.

Section 2. Purpose.
The UAF Campus Community Garden is organized:
1. to provide an opportunity for UAF affiliates to cultivate a campus community with a shared vision;
2. to enhance the sense of community by promoting interactions across disciplines and between students, faculty, and staff.
3. to beautify the campus;
4. to create a tranquil space on campus that encourages a work/life balance;
5. to provide a place on campus for us to grow organic food and flowers;
6. to provide a place to host campus workshops, classes, and tours;
7. to provide a meeting place for UAF affiliates;
8. to highlight UAF's commitment to sustainability and the well-being of UAF affiliates.

Section 3. Property.
All property received by the Organization whether by gift, bequest, devise or otherwise, shall be used exclusively to promote, carry on and further the activities, objects and purposes set forth in Article 1, Section 2, above.

ARTICLE II  MEMBERS

Section 1. Admission to Membership.
Membership shall be open to all persons who have been assigned a plot in the UAF Campus Community Garden and all past plot holders who are still active and express a wish to remain members. Flower gardens, rock gardens, herb garden and compost plot attendees shall also be considered plot holders. All members of the UAF Campus Community Garden must be UAF affiliates which includes students, staff, and faculty with immediate family as gardening partners.

Section 2. Voting Rights.
At any general membership meeting each member present in person or by proxy (one proxy per person, per issue, per meeting, in writing) shall be entitled to one vote. Upon request by any member, voting on any issue shall be by secret ballot. A current record of members entitled to vote shall be kept by the Record Keeper and shall be available at all membership meetings.

Section 3. Annual Meetings.
Beginning with the year 2012, an all-members annual meeting shall be held during April of each year at such date, time and place as the Garden Committee shall designate. Written notice of the time, date, and place of holding such annual meetings shall be given by email, first class mail, or in-person to each member, not less than seven days before each meeting.

Section 4. Regular Meetings.
Meetings of the members may be scheduled by the Garden Committee as needed. Written notice of the time, date, and place of such meetings shall be given to every member by email, first class mail, or in-person, not less than seven days before such meetings.

Section 5. Special Meetings.
Special meetings of the members may be held upon the call of any three (3) members of the Garden Committee or upon the call of one-tenth of the members. Written notice of the time, date, and place of such meetings shall be given to every member by email, first class mail, or in-person, not less than seven days before such meetings.

Section 6. Quorum, Adjournments of Meetings.
At all meetings of the members, one fourth (1/4) of the members entitled to vote, present in person or by proxy, shall constitute a quorum for the transaction of business. In the absence of a quorum, the members so present or represented shall adjourn the meeting.

Section 7. Action by Vote.
Except as indicated elsewhere in these bylaws, a majority of the votes cast in person or by proxy at any membership meeting, where a quorum is present, shall be sufficient to authorize any action of
the members, and a plurality of the votes cast in person or by proxy at any membership meeting where a quorum is present, shall be sufficient to elect Garden Committee members.

Section 8.  Organization.
The Chairperson of the Garden Committee shall preside at all meetings of the members; the Record Keeper shall take minutes at all meetings of the members.

ARTICLE III  GARDEN COMMITTEE

Section 1.  Number, Qualifications, Election and Term of Office.
The Garden Committee shall consist of 5 members: three student board members and two staff and faculty advisers. The Garden Committee members shall be elected for a two-year term (except for the 2012 election where one-half of the Garden Committee members shall be elected for one year -- selected by drawing lots -- in order to arrive at a staggered election process, with one-half of the Garden Committee up for election each year) and shall continue in office until his/her successor shall have been elected or until his/her death, resignation, or removal. Any Garden Committee member may be removed, with cause, at a general membership meeting specially called for that purpose, by a vote of two-thirds of all responding general membership. Garden Committee Membership shall be limited to two consecutive two-year terms. A Garden Committee member may, however, petition to run for additional terms. A waiver of the term limit may be granted by unanimous secret balloting of the remaining Garden Committee members. This vote shall be taken prior to the Annual Meeting. Each Garden Committee member must attend Garden Committee meetings. Upon missing three consecutive Garden Committee meetings the absent Garden Committee member will be considered inactive and will be removed from office. After missing any three meetings in any fiscal year the Garden Committee member may be removed from office by a majority vote of the remaining Garden Committee members.

Section 2.  Vacancies.
In the case of any vacancy in the Garden Committee from any cause, including the death, resignation, or removal of any member or the authorization of an increase in the number of committee members, a new member must be elected to fill such a vacancy by the Garden Committee.

Section 3.  Powers and Duties.
The Garden Committee shall have general power to manage and control the affairs and property of the Garden and shall have full power, by majority vote, to adopt rules and regulations governing the action of the Garden Committee and shall have full and complete authority with respect to the distribution and payment of the moneys received by the Garden from time to time; except that the fundamental and basic purposes of the Garden, as expressed in the certificate of incorporation, shall not thereby be amended or changed, and except further that the Garden Committee shall not permit any part of the net earnings or capital to inure to the benefit of any member or other private individual.

Section 4.  Regular Meetings.
Regular meetings of the Garden Committee may be held at such place and time as the Garden Committee may determine. Copies of all Organizational documents of the UAF Campus Community Garden shall be made available electronically to all Garden Committee Members at the first meeting following the Annual Meeting in April.

Section 5.  Special Meetings; Notice.
Special meetings of the Garden Committee may be held at any time and place upon the call of any two Garden Committee members. Notice of the time, place and purpose of every special meeting of the Garden Committee shall be given to each Garden Committee member in person, by mail, or by telephone, at least three (3) days before the meeting.

Section 6.  Quorum.
Three Garden Committee members shall constitute a quorum for the transaction of business.

Except as indicated elsewhere in these bylaws, a majority of the votes cast at any Garden Committee meeting, where a quorum is present, shall be sufficient to authorize any action of the
Garden Committee provided that the purchase, sale, mortgage, or lease of real property shall be authorized by a two-thirds vote of the entire Garden Committee. The Garden Committee shall act only as a body and the individual members shall have no power as such nor shall they be held responsible individually for the Garden Committee’s actions.

Section 8. Action Without Meeting; Presence at Meetings.
Any action required or permitted to be taken by the Garden Committee or subcommittee of the Garden Committee may be taken without a meeting of all members of the Garden Committee or subcommittee of the Garden Committee with consent in writing to the adoption of a resolution authorizing the action. Such unanimous consent shall be filed with the minutes of the next Garden Committee meeting.

Section 9. Organization.
The Chairperson shall preside at all meetings of the Garden Committee or, in the absence of the Chairperson, the Vice Chair shall be designated by the Garden Committee to preside for that meeting.

Section 10. Annual Report of Directors.
At the annual general membership meeting the Garden Committee shall present a report showing in appropriate detail the following:

1. the assets and liabilities, including the trust funds, of the UAF Campus Community Garden as of the end of a twelve-month fiscal period terminating not more than six months prior to said meeting;
2. the principal changes in assets and liabilities, including trust funds, during said fiscal period;
3. the revenues or receipts of the Garden, both unrestricted and restricted to particular purposes, during said fiscal period;
4. the expenses or disbursements of the Garden, for both general and restricted purposes, during said fiscal period;
5. the number of members of the Garden as of the date of the report, together with a statement of increase or decrease in such number during said fiscal period, and a statement of the place where the names of the current members may be found.

The annual report of the Garden Committee shall be filed with the records of the Garden and either a copy or any abstract thereof entered in the minutes of the proceedings of the annual Garden membership meeting.

Section 11. Subcommittees.
The Garden Committee, by vote of the majority of the entire garden Committee, may designate from its members subcommittees, each consisting of three (3) or more Garden Members. Each such subcommittee shall serve at the pleasure of the Garden Committee, and to the extent provided by the Garden Committee, may exercise all the powers of the Garden Committee except as specifically provided by the law.

ARTICLE IV OFFICERS

Section 1. Number and Qualifications.
The officers of the Garden Committee shall be five (5): a Chairperson, a Vice-Chair, a Record Keeper/ Treasurer, a faculty adviser, and a staff adviser. No instrument required to be signed by more than one officer may be signed by one person in more than one capacity.

Section 2. Election and Term of Office.
At the first garden Committee meeting after the annual general membership meeting the Garden Committee shall elect a Chairperson, a Vice-Chair, a Treasurer, a Faculty Adviser and Staff Adviser. Each is to serve for one year and these elected officers will form the Executive Committee within the Garden Committee.

Section 3. Removal; Resignation.
Any officer of the Garden Committee may be removed, with cause, by a vote of two-thirds (2/3) of the Garden Committee members present at a special meeting called for that purpose. (See Article III, Section 5). Any officer of the Garden Committee may resign at any time by giving written notice to the Garden Committee. Unless otherwise specified therein, the acceptance of such resignation
shall not be necessary to make it effective.

Section 4. **Vacancies.**
In case of any vacancy in any office from any cause, including the death, resignation, or removal of any officer or the authorization of a new office, a new officer must be elected to fill such a vacancy by the Garden Committee.

Section 5. **Chairperson: Powers and Duties.**
The annual Chairperson shall preside at all Garden Committee meetings; shall keep the Garden Committee members fully informed and freely consult with them; shall be kept informed concerning the activities of all members of the Garden Committee; shall be responsible for the annual meeting agenda; shall be responsible for acting as a facilitator and mediator in any discussion, disagreement, or problem; shall act as a coordinator at any event or project in the Garden; shall monitor the garden’s income and expenses monthly by requesting a summary from the treasurer; shall serve as a figurehead and representative for the Garden; shall perform such other duties as assigned by the Garden Committee.

Section 6. **Vice-Chair: Powers and Duties.**
The Vice-Chair shall act as a liaison between the committee and the volunteers; shall serve as a (or coordinate) a signatory for bank accounts and depositories; shall be responsible for coordinating projects and tasks between committees; and shall serve as acting Chairperson in the absence of said Chairperson. Vice-Chairperson shall also serve as record keeper and shall maintain a central file of all of the records of the Garden (letters, membership lists, insurance forms, minutes, etc.) for his/her term of office; shall take minutes for all meetings during his/her designated term; shall be responsible for the minutes and correspondence of any type for the committee. Additionally, the Vice-Chairperson shall create and maintain in the central file all of the records of the Garden Committee, all attendance records, agendas, minutes, correspondences, and records. This central file will be easily attainable at all times for review by the Garden Committee, the Executive Committee, or any subcommittee.

Section 7. **Treasurer: Powers and Duties.**
The Treasurer shall keep or cause to be kept, full and accurate accounts of receipts and and disbursements of the Garden. The treasurer will control the distribution and collection of all funds for the garden and will summarize and submit the records to the Garden Committee by the end of the fiscal year (January). Monthly reports of garden funds will be provided for the garden chair throughout the growing season (approximately May-October). Whenever required by the Garden Committee, the treasurer shall at all reasonable times exhibit books and accounts to any members of the Garden, shall render statements of the condition of the finances of the Garden at meetings of the Garden Committee, and shall perform all duties incident to the position of treasurer, subject to the control of the Garden Committee.

Section 8. **Faculty Adviser**
The faculty adviser will attend any meetings organized for the Garden Committee and will have full voting rights in Committee meetings. The faculty adviser is intended to serve as the voice for faculty interests as they pertain to the garden or the Garden Committee. The faculty adviser will assist with writing proposals on behalf of the garden.

Section 9. **Staff Adviser**
The staff adviser will attend any meetings organized for the Garden Committee and will have full voting rights in Committee meetings. The staff adviser is intended to serve as the voice for staff interests as they pertain to the garden or the Garden Committee. The staff adviser will assist with writing proposals on behalf of the garden.

ARTICLE V COMPENSATION
No member of the Garden shall receive any money from the Garden or any pecuniary profit from the operations thereof, except for expenses incurred in the performance of services.

ARTICLE VI CONTRACTS, CHECKS, BANK ACCOUNTS AND INVESTMENTS
Section 1. Checks, Notes and Contracts.
The UAF Office of Sustainability will hold any funds retained by or awarded to the Garden. The Treasurer will track each transaction to and from the funds that are held by the Office of Sustainability and should summarize the balance on a monthly basis to the Director of the Office of Sustainability and the Chair of the Garden Committee. Payments over $100 requires approval from the Garden Committee and the Director of Sustainability. Single payments under, and up to $100, can be approved by either the Chair or the Treasurer, in conjunction with the Director of the Office of Sustainability. Consent by email shall be an acceptable form of approval communication.

ARTICLE VII MISCELLANEOUS PROVISIONS
Section 1. Organization Seal.
The seal of the Garden shall be __________________ and shall bear the name of the Garden and words and figures showing that it was formed in the State of Alaska and the year of formation.
Section 2. Fiscal Year.
The fiscal year of the Garden shall be January 1 through December 31.
Section 3. Reimbursements.
Any reimbursements and approved project expenditures must be turned in by the end of the incurring fiscal year or by the Annual March Meeting. Any projects and project budgets not completed by the March Annual Meeting must be resubmitted to the new Garden Committee for re-approval.
Section 4. Indemnification.
The Garden may, to the fullest extent now or hereafter permitted by law, indemnify any person made, or threatened to be made, a party to any action or proceeding by reason of the fact that (s)he, his/her testator or in testate was a director, officer, employee or agent of the Garden, against judgments, fines, amounts paid in settlement and reasonable expenses, including attorney’s fees.
Section 5. Amendments.
These bylaws may be amended by the vote of two-thirds (2/3) of the Garden Committee or by a majority of the members of the Garden (see Article III, Section 5, Special Meetings: Notice). Members shall be notified within thirty (30) days of amendments.
Double Panel Kits

Part # K150D: 150 Watts of Solar Power, Brushless BL40D Pump, Aluminum Mounts with Fasteners

KIT will deliver up to 1000 gallons of water per day @ 2.5 GPM maximum. Flow decreases as lift & pressure increase to depths of 150 feet. Adding the Solar Boss Controller can increase flow & lift capability to 185 feet total. See flows on chart on page 3.

SRP $2050.00

Our systems are designed to operate direct solar primarily, (for low maintenance) but can operate with batteries if needed. Since 1988, we have been more than a component manufacturer, but also known for taking the guess work out of component matching to offer a pre-sized, pre-wired system in a box. All that is needed for installation is pipe, pole and fittings. Matched components are designed to assemble and work together right out of the box. The brushless motor/pumps are long lasting with run dry capability, with low maintenance and durability. The modules included in these systems are the latest generation of high output, Multi crystalline cells, specially selected materials processed to guarantee high performance for 25 years. Easy plug together components as well as durable aluminum mounts, add simplicity to make a great system for pumping water for your livestock, wildlife, gardens, even your home.

Part # K150Q:

150 Watts of Solar Power, BL40 Quad Pump, Aluminum Mounts with Fasteners

KIT will deliver up to 1700 gallons of water per day @ 4 GPM max. Flow decreases as Depth & pressure increase to 150 feet. Adding the Solar Boss Controller can increase flow & lift to 185 feet total. See flows on chart pg 3.

SRP $2150.00

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