TL MEAD COMMUNITY GARDEN
MEMBERSHIP APPLICATION – 2026/2027 Growing Season

Please complete the following information to apply for or to renew your TL Mead Community Garden membership for the August 1, 2026 – July 31, 2027 growing season. The application includes a Liability Waiver and your signed acknowledgement of the Community Garden *Rules, Requirements & Policies.* Please email questions to communitygardenboard@meadgarden.org. (Please add us to your address book.)

Community Garden plots/membership are awarded on a first-come, first-serve basis with priority given to current gardeners whose applications for renewal are received **by July 18, 2026**. Members must be 18 years old, reside in Winter Park or a nearby neighborhood to Mead Botanical Garden.

Applicant Information – Please print or type.

Name: _____

Home Address (No PO Boxes): _____

City: _____ Zip: _____

Email: _____

Phone Number: _____ Best time to call you: _____

Type of Application: ___ New Applicant ___ Renewal of Existing Garden Plot

Acknowledgement of Membership Requirements

I have read, understand and fully agree to **all the terms, commitments and responsibilities** as stated in the TL Mead Community Garden *Rules, Regulations and Policies.* I have also signed the *Liability Waiver & Release* included in this application. I am at least 18 years of age.

Signature: _____

Submission by Mail - Return your signed application (with all pages including Rules acknowledgements and Liability Waiver), $100 annual membership dues, and a one-time $60 first-year fee (new members only) to the following address. Make checks payable to Mead Botanical Garden Inc.

Mead Botanical Garden – Attn. Community Garden
P.O. Box 1227
Winter Park, FL 32790

On-Line Application - For those wishing to apply online and pay by debit or credit card, please visit www.meadgarden.org/xxxxxxx

You will be notified about the status of your application within 10 days of receipt. In the event a garden plot is unavailable, your name will be placed on the waiting list and all fees will be promptly refunded.

We look forward to gardening with you!

TL Mead Community Garden Membership
Hold Harmless & Liability Waiver Agreement

The TL Mead Community Garden member named below agrees to indemnify, hold harmless and defend Mead Botanical Garden Inc. and the City of Winter Park, its officers, agents, employees and elected and appointed officials, from and against any and all liability claims, damages, demands, expenses, fees, fines, penalties, suits, proceedings, actions and costs of actions, including Attorney's fees at trial and on appeal, of any kind and nature arising or growing out of or in any way connected with the member's use of the **TL Mead Community Garden** and/or participation in the Garden's activities, whether by act or omission of the Licensee, its officers, agents, employees, invitees or others, or because of or due to the mere existence of the Liability Waiver.

By signing below, I agree to abide by the terms of this Liability Waiver, including the hold harmless provisions herein.

Name: (Print Please) _____ Date: _____

Signature: _____

This signed waiver must accompany your application for TL Mead Community Garden membership to be valid.

Rules, Requirements and Policies – updated June 2023

The **TL Mead Community Garden** is a membership-based program offered by Mead Botanical Garden Inc., a 501(c)3 nonprofit organization. The TL Mead Community Garden provides the opportunity for Winter Park residents and nearby neighbors to come together, grow healthy food for themselves and their families, work with and learn from each other, and share in the bounty of their efforts. The Garden is maintained as an organic garden.

Community Garden Membership is offered on an annual basis (August 1 – July 31) during which time members have the use of one assigned raised garden plot within the Community Garden. Annual membership, renewals, operational planning and oversite of the Garden, is provided by the Mead Community Garden Council in partnership with Mead Botanical Garden (MBG Inc.) administration. The Council members are elected by the membership and serve with agreement from MBG Inc. administration.

Membership and Guests:

- TL Mead Community Garden membership is open to Winter Park residents and the neighborhoods surrounding Mead Botanical Garden. Membership is limited to the number of viable garden plots/beds in the Garden. Members are provided a growing box, water, mulch, soil amendments, composting and onsite tool storage.
- The annual membership coincides with the growing season of **August 1st** through **July 31st** each calendar year. The annual membership fee is established by Mead Botanical Garden, Inc. In addition, a one-time non-refundable "first-year" fee is required for all new members. Fees cover garden expenses and are not prorated or refundable.
- Requests for membership are recorded and processed on a first-come first-served basis. A waitlist is maintained if no plot is available at the time of request. Garden members are limited to one plot when there is a waitlist. If no one is waiting, addition plot/s are made available to current members on a first-come, first served basis. Members are responsible for the annual membership fee and "first year" fee for each additional plot.
- Renewals are first offered to current gardeners who are in full compliance and up-to-date with the *Rules, Requirements and Policies,* as of June 15 of each year.
    - **Current Gardeners**' applications for renewal and renewal fees must be received by the Garden Council no later than July 15. Non-renewed plots will be offered to new perspective gardeners following that date.
    - **Perspective Gardeners** who have been on the waiting list will be notified of plot/membership availability on or before July 24. Their completed/signed new member applications, annual membership fee and first-year fee must be received within 10 days of notice or the plot will be offered to another prospective gardener. All household members, including minors, who will be gardening in or participating in Community Garden activities must also sign a liability waiver.
- Guests are welcome in the community garden when accompanied by a community garden member. MBG Inc. reserves the right to request that guests sign a liability waiver before entering the community garden.

I have read and agree to fully comply with *the **Membership and Guests*** section of the Rules, Regulations & Policies above. Initials: _____

Community Gardener's Responsibilities & Commitments

A thriving community garden takes continual care and work. The care and upkeep of the Community Garden common areas is a shared responsibility of all members. The following Garden *Rules, Requirements and Policies* have been developed to ensure the TL Mead Community Garden is well maintained, supports the operational needs of the Garden and its members, and that members understand the commitments associated with annual membership.

Community Garden members agree to meet or comply with each of the following *Rules, Requirements and Policies* in their entirety and understand that failure to do so, as deemed by the Garden Council and/or MBG Inc., will result in forfeiture of garden plot and membership, with no refund.

Prospective garden members are asked to carefully consider their willingness and ability to meet the following responsibilities before committing to garden membership. Members are expected to conduct themselves in a positive manner that contributes to an enjoyable community atmosphere.

Continuing membership is contingent on compliance with the following TL Mead Community Garden's *Rules, Requirements, and Policies.*

- I will attend/participate in a minimum of **one (1) REQUIRED Membership Meeting/Coordinated Workday** and agree to complete a minimum of **six (6) required work hours per year**. (See Required Meeting/Workdays Section below for more detail and scheduled dates.)
- I will advise the Council if my contact information (email and/or phone number) changes.
- I will observe reasonable safety precautions while in the Garden.
- I will keep my plot fully planted throughout the growing seasons and free of weeds, litter and debris. During the non-growing season, I will cover my plot or keep it free of weeds.
- I will not paint or otherwise alter the frame of my plot.
- I will keep weeds to a minimum in my garden plot and maintain the adjacent communal area surrounding my plot by at least 2 feet.
- I understand I will be given 14 days' notice to clean up my plot if it becomes unkempt and further understand and agree that failure to do so will result in membership cancellation.
- I will notify the garden leadership if I must abandon my plot for any reason.
- I will clean/weed the plot if I must abandon my plot for any reason.
- I will not store or leave garden materials in the area surrounding my plot.
- I will store only garden materials within the community garden shed. I will clearly label my property and keep the shed orderly as I use it.
- I will keep trash and litter out of the plot, adjacent pathways, and fences.
- I will remove all litter resulting from my use of this garden.
- I will not bring pets into the fenced garden area.
- I will keep all crops that I am growing within my plot.
- I will not plant any type of tree and/or tall crops that could shade neighboring plots.
- I will not utilize tomato cages or other structures that exceed the height of six (6) feet.

- I will pick only my crops and those that another gardener has expressly offered to share with me. Produce from communal containers or beds may be harvested in moderation.
- I will use only ORMI approved ORGANIC fertilizers, pest and weed controls and ensure my use of them will not affect neighboring plots. (See OMRI.org for current list.)
- I will not grow or use illegal substances in the garden.
- I will not smoke or use tobacco products in the garden to prevent spreading of tobacco mosaic virus on nightshade vegetables.
- I will only water by hand or utilize a drip irrigation system that is equipped with an automatic timer. I agree that my methods of watering will not lead to flooding of my bed or any other areas of the Garden. If utilized, I agree to monitor and maintain my drip system and timer to ensure it is functioning properly at all times.
- I will not use any sprinklers or soaker hoses, as their use is not allowed in the community garden.
- I understand that gardens are considered agricultural crops and irrigation may occur before 10 a.m. or after 4 p.m, but are not subject to the day of the week restrictions. Irrigation using a hand-held hose or drip irrigation is allowed anytime, per St. John's River Water Management.
- I will discard vegetable waste in the community composting bin and will only place appropriate items in the composting bins.
- I will relock the community garden gate and/or tool shed before leaving the garden, and will not share the community garden lock code with anyone other than other community garden members. I understand MBG Inc. is not responsible for any items left in the tool shed or Community Garden.
- I will notify Garden Council or MBG Inc. in a timely manner about any leaks, water issues, maintenance concerns or other garden conditions/concerns that I become aware of.
- I will not give my garden membership or use of my plot to someone else, without approval of the Garden Council or MBG Inc.
- In no case shall I install or bring any materials that might be construed as offensive into the Garden.

I have read and agree to fully comply with ***Community Gardener's Responsibilities & Commitments*** section of the *Rules, Regulations & Policies* above. Initials: _____

Required Meetings/Workdays – 2026/2027 Growing Season

Meetings of Community Garden members are held four times during the growing season. The schedule for the 2026/2027 growing season is TBA and will be emailed to you.

- **All gardeners are required to attend at least one (1) meeting per growing season.**

In addition to caring for their assigned garden plots and the surrounding area, gardeners are required to help weed, maintain and care for the communal areas of the garden.

- **All gardeners are required to complete a minimum of six (6) communal work hours annually.**

The Garden Council periodically identifies tasks that need to be accomplished and schedules coordinated workdays for this purpose. The Garden Council will notify gardeners via email of the type of work that needs to be completed. Working together makes the work go more quickly and promotes friendship/community among the gardeners.

- **If unable to participate in coordinated workdays, Gardeners may achieve the 6-hour requirement on their own. When doing so, gardeners should report via email to the council the hours worked and work performed, supported by before and after photos.**

I have read and agree to fully comply with ***Required Meetings/Workdays*** section of the *Rules, Regulations & Policies* above. Initials: _____

Compliance and Forfeiture of Garden Bed

On occasion for various reasons some gardeners find they do not wish or are unable to not to meet the requirements that they agreed to when applying for membership. Gardeners who wish to discontinue their membership are asked to notify the Garden Council as soon as possible. Doing so will allow their plot to be assigned to another Gardener or be offered to someone on the waiting list.

Gardeners who are not in compliance with the Community Garden *Rules, Requirements and Policies* and have not notified the Council of their desire to discontinue membership will be provided a written notice about the deficiencies. As a courtesy, the gardener may be given a defined period of time to meet the requirements or to comply. Should the violation be determined egregious, the gardener's membership may be ended immediately.

- **Failure to uphold the TL Mead Community Garden *Rules, Requirements and Policies* will result in forfeiture of the garden plot and membership with no refund.**

I have read and agree to fully comply ***Compliance and Forfeiture of Garden Bed*** section of the *Rules, Regulations & Policies* above. Initials: _____

Conflict Resolution

Gardeners may contact the Garden Council or the MBG Inc. Program Manager with any questions, concerns or recommendations that may arise throughout the growing season. Emails should be sent to communitygardenboard@meadgarden.org.

In the true sense of building "community" within the garden, efforts to cordially and informally resolve matters should be made whenever differences, disagreements or conflicts arise. Members should first attempt to work out any issue directly and respectfully with the other party/parties involved. If members are unable to resolve concerns on their own, the next step is to ask the Garden Council for help, providing all the pertinent facts, nature of the incident or concern, and any attempts prior to reach resolution. The Garden Council will do its best to assist in resolving the matter.

If the conflict cannot be resolved at this level, the MBG inc. Program Manager will be notified and briefed. The Program Manager will then consult with the parties involved to collect facts and determine a resolution or outcome.

I have read and agree to fully comply ***Conflict Resolution*** section of the *Rules, Regulations & Policies* above.
Initials: _____

Garden Council Leadership

The Mead Community Garden Leadership Council consists of the following officers who work together to plan, organize and oversee the activities of the Garden:

Co-Chairs (two)
Sustainability and Maintenance Coordinator
Vice Chair/s of Programs and Events
Secretary
Treasurer

The Council officers are elected by the Community Garden membership, with agreement by MBG Inc., and serve a two-year term. Terms typically begin in January, every other year. The Leadership Council will:

- Develop an annual operating plan and develop a supporting expense budget.
- Approve all purchases during council meetings and designate a responsible party to conduct those purchases.
- All receipts for approved purchases must be submitted to the Treasurer upon purchase completion.

Co-Chairs serve as the principal leadership for the council and plan/guide work activities for the community garden. In addition, they:

- Submit authorized bills for payment to Mead Botanical Garden Inc.
- Maintain and monitor the community garden email account, **communitygardenboard@meadgarden.org**
- Maintain and coordinate communication for the Wait List for perspective gardeners.
- Recruit Leadership Council candidates and discuss recommendations with MBG, Inc.
- Recruit UF/IFAS, professors, agents and Orange County Master Gardener as speakers for educational programs and workshops.
- Prepare agendas and chair quarterly membership meetings.
- Prepare general correspondence and reminders for quarterly meetings, workdays, and events.
- Prepare agendas and chairs council meetings.
- Conduct plot inspections monthly and enforce rules, requirements, and policy compliance.
- Communicate with the Council when a plot is voluntarily surrendered or vacated for non-compliance.
- Schedule the contracted worker, coordinate tasks and review the completed work.
- Request mulch/wood chips be obtained by MBG Inc. administration.
- Ensure all posted signs have appropriate messages and are maintained.

Sustainability and Maintenance Coordinator:

- Works with direction and approval by Co-Chairs and MBG Inc. administration on purchases and payments.
- Conducts plot inspections to determine repair/replacement priorities and timeline.
- Prioritizes and schedules maintenance/repairs/replacements.
- Coordinates and verifies earned time of community service workers, volunteers, and paid workers with Co-Chairs and MBG Inc. Administration.

Programs and Events:

- Plans events for the garden such as harvest potlucks, celebrations, and other events.
- Organizes community service events.
- Recruits volunteers to assist with events and community service.

Treasurer:

- Works with Council in to prepare annual budget.
- Prepares and presents quarterly financial reports at each meeting.
- Acts as the custodian of any monies collected and maintains financial records.
- Provides any income received to Mead Botanical Garden Inc. Board Member Liaison and authorizes payment of bills by the Mead Botanical Garden, Inc.

Secretary:

- Prepares and maintains minutes for quarterly meetings.
- Assists the Co-Chairs, as needed, with the **communitygardenboard@meadgarden.org** website.
- Maintains non-financial organizational records (meeting minutes, garden map, newsletters, etc.)

I have read and understand the ***Garden Council Leadership Responsibilities*** section of the *Rules, Regulations & Policies* above. Initials: _____

Each section of the Rules, Requirement and Policies must be initialed and accompany your application to be valid.