

DRAFT - Guidelines for GreenNet 10/11/01

The purpose of these guidelines is to establish a working framework and structure for this professional coalition. They are intended to be a living/organic document that will be reviewed and revised regularly

I. History/Background of GreenNet

GreenNet formed in December 1995 in order to provide a forum for conversations among the organizations in Chicago that worked on a daily basis in the field of urban greening and all work related or connected to urban greening, from community development to composting.

Members use the meeting time to share information, discuss issues of common interest and to plan joint events. GreenNet events include a spring Green and Growing Fair targeted to urban gardeners, and a fall potluck for community gardeners to share food and ideas, summer successes and plans for the future. Members also join together to advocate on policy issues related to urban greening, locally, regionally and nationally.

GreenNet publishes *The Garden Tender*, a newsletter that focuses on the needs and contributions of Chicago's community gardeners, and is constructing a database of community gardeners and community garden sites and history. Small grants are made annually to support projects in existing community gardens through the GreenChicago Minigrant program.

The founding members of GreenNet include:

archi-treasures

Chicago Botanic Garden

Chicago Park District

Chicago Recycling Coalition

Friends of the Parks

Garfield Park Conservatory Alliance

GreenCorps Chicago

Growing Home

Heifer Project International

Lincoln Park North Pond

Wildlife Preserve

NeighborSpace

Openlands Project

U of I Cooperative Extension Service

Volunteer Management Services

II Mission

GreenNet is a coalition of organizations and agencies committed to sharing information and resources and to developing joint efforts where appropriate to improve the quality, amount, use of and wide geographic distribution of sustainable, green open space in the City of Chicago.

GreenNet provides opportunities for its members and their constituencies to exchange ideas and pool resources on a regular basis, to increase public awareness and participation in community greening and in environmentally sound management of urban open space.

III Purpose and function

GreenNet indirectly serves the residents of Chicago who do have or may have an interest in Plants and Open Space. Directly the purpose of GreenNet is to serve as a professional association, responding to the needs of its members.

IV Membership

A. There are two classes of membership:

1. Organizational Members

Joining this category requires:

- a. Payment of \$100.00 in annual dues. Dues are due upon joining and annually at the onset of our budget year (January 1- December 31st)
- b. Sharing the mission of the organization formally in the mission set forth in the organization's bylaws.
- c. Designation of and support for a representative to attend GreenNet meetings who is prepared to share information about their organization's activities and to report back to their staff.
- d. Participation in at least one standing committee and one ad hoc committee

Benefits of Membership:

- a. Each paid member organization has one vote in official meetings called by GreenNet Coordinating Council
- b. Two free tickets to the Green and Growing Fair
- c. Access to all publications including the data base of community greeners produced by GreenNet

2. Individual Members

Joining in this category requires:

- a. Status as staff member or volunteer in an organization that shares the mission of GreenNet.
- b. Payment of \$25.00

Benefits of Membership:

- a. One summary vote in the governing Coordinating Council that is presented by the Individual Member Representative participating in the Coordinating Council. The Individual Member Representative is elected by the members of GreenNet at the Annual meeting held in September.
- b. Access to publications produced by GreenNet, not including the data base.
- c. One free ticket to the Green and Growing Fair

B. Termination of membership

1. A member's status as member may be terminated at any time by that member through a letter presented to the President of GreenNet.

2. A member may be asked to withdraw from GreenNet at any time, if cause can be shown that the member does not actively support the mission of GreenNet and/or has acted in a manner that is damaging to the mission, credibility or standing of this organization or other organizations who are members. A $\frac{3}{4}$ majority vote of dues paying members is required for this action.

V Governance and Pattern of Operation

A. Decision Making Structure [*We are presenting three options for this as follows:*]

Option 1. Greennet may be governed by a group know as the Coordinating council or Steering Committee comprised of officers, the individual member representative and chairs of standing and ad hoc committees.

Option 2. Greennet may be governed by a board either a. elected by the general membership or b. appointed or c. volunteered and restricted to a number to be determined (eg. 12-15 members) The manner of operating for this board would follow standard operating guidelines for boards in general

Option 3. GreenNet may be governed by all members participating in a committee of the whole where the majority of a. those present or b. paid members constitute a quorum.

NOTE: Any decision that would result in a change of mission or manner of operating would require a vote of 75% of all paid members.

B. Officers and Responsibility of Officers

1. Officers shall be-President-Vice-President-Secretary and –Treasurer
2. Duties of each office are:
[standard]
3. Elections and terms of office

C. Meeting Notification

1. What meetings
2. How long in advance
3. By whom

D. Budget and Finances

- Fiscal Agent
- Fiscal Year
- Income
- Expenses

VI. Standing Committees and Committee Responsibilities

- Executive Committee
 - Policy recommendations
 - Staff oversight

- Fiscal Management
- Community Food Security
- Community Gardener Outreach Committee
- Newsletter
- Communications
- Development
- Program
 - Green and Growing Fair
 - Community Gardeners Potluck
 - Community Garden tours
 - Planting With Pride

VI Meetings

- Dates

- Procedure and decision making by consensus