

# EXPLORING THE HIGHLAND SPRINGS GARDEN CLUB LOTTERY: PURPOSE AND PROCESS

# AGENDA ITEMS

02 SEPTEMBER 2025

2

- Objectives and Rational
- Eligibility
- Lottery: Pre-Process, What Is Included, Process, Post-Process





## OBJECTIVES AND RATIONALE BEHIND THE LOTTERY

### **Distribution of additional garden beds or greenhouse shelf space**

Provides a fair distribution process for allocating **primary bed**/temporary garden beds or shelf spaces

### **Supports members wanting additional garden space**

Provides members wanting additional garden space the opportunity to grow more than a primary garden space provides

### **Keeps all garden beds maintained**

Temporary assignments are good for the entire garden area as it keeps otherwise unassigned primary beds maintained



# LOTTERY PROCESS – WHAT IS INCLUDED

## Primary Assignments

- **Membership is based on one per apartment regardless of apartment occupancy.** All members are eligible for one primary garden space and/or greenhouse shelf. Current primary bed/shelf space is not included in the lottery.
- **Only** Primary space assignments are good for as long as the member **apartment** remains in good standing.
- New primary assignments are included in the lottery.

## Temporary Assignments

- Temporary space assignments through the lottery are good for one calendar year only.
- Members may request more than one temporary assigned space.





# LOTTERY ELIGIBILITY

## HS Garden Club Member in good standing

The member continues to pay dues, follow Club rules and requests additional garden or greenhouse space.

## Assignment of a primary garden/greenhouse space

Members may only request temporary space if they are assigned a primary garden/greenhouse space.

## Assignment only to a member

Primary/temporary space is assigned to a specific member. Space may not be assigned on behalf of another person.

## Elevated beds

Elevated beds (both primary & temporary) are based on mobility.



# LOTTERY PRE-PROCESS

## Garden Club Member Questionnaire

By November 4th, each member completes a questionnaire indicating their preferences for the following year; e.g., keep their same primary bed, change beds, request additional shelf space. **Completing this questionnaire accurately is critical to the member.**

## Dues Payment

By November 4th, all members must pay their dues (\$30) for the following year. This allows their preferences for the following year (from the questionnaire) to be included in the data compilation phase.

## Data Compilation

Every November, the Treasurer compiles the member questionnaire requests, e.g., # primary beds needed, # temporary beds available.





## STEP 1

### Immediately Prior to the December Business Meeting

- Immediately before the December Business Meeting, the Treasurer conducts the lottery to determine the order for members to select temporary space.
- Each of the lotteries is conducted in order from #1 to #8 and includes the names of all members based on their response to the questionnaire.
- There may be multiple iterations for a lottery.
- A lottery may not be conducted if there were no requests.

# LOTTERY PROCESS CONDUCTED AT BUSINESS MEETING



# LOTTERY PROCESS CONDUCTED AT BUSINESS MEETING

## STEP 2

### At the December Business Meeting

Members select space based on how their name was drawn:

- 1 – Requests for a primary elevated bed (priority for mobility impaired)
- 2 – Requests for temporary elevated bed space (priority given to mobility impaired)
- 3 – Requests for a primary in-ground bed (includes names from #1 not receiving an elevated bed)
- 4 – Requests to change the location of a primary bed
- 5 – Requests for temporary in-ground bed space (includes names from #2 not receiving an elevated bed)
- 6 – Requests for a primary shelf in the greenhouse
- 7 – Requests to change the location of a primary shelf in the greenhouse
- 8 – Requests for a temporary shelf in the greenhouse





# LOTTERY POST-PROCESS

## Garden Bed and Greenhouse Shelf Hand-Off

If a member relinquishes a garden bed or greenhouse shelf, the member is responsible for clearing the shelf or cleaning out the garden bed by the end of December.

## 2026 Assignments

- Members take ownership of new space, based on the lottery, on 01 January 2026.
- Members should complete any fill-and-till questionnaires in December based on 2026 assignments.



# QUESTIONS