

## VOLUNTEER GUIDELINES

Botanical Gardens of Volusia, Inc., BGV, Dunlawton Sugar Mill Gardens

We welcome all volunteers who are willing to work in the gardens with a vision of creating and preserving the native fauna and flora of the gardens; making it a relaxing and welcoming mecca for visitors.

**MEMBERSHIP:** A membership form is included in this welcome package. Membership is not required but suggested and indicates your willingness to support the organization financially. Membership meetings traditionally are the first Wednesday of each month at approximately 11 AM. Only members can vote at these meetings. Everybody's input is welcome.

**ORIENTATION:** New volunteers will be given a tour of the gardens on their first visit to acquaint them with the different garden areas. New volunteers should team up with a knowledgeable volunteer for the first month or approximately 4-6 visits, to acclimate them to the gardens and their maintenance. Work shirts are available to volunteers who continue help in the gardens often. You will be shown where everything is kept during your initial tour, ie. garden carts, waste containers, mulch, dirt, first aid kit, tools, pots, fertilizer etc., and where to dump garden waste and mulchable waste and how to put stuff away. Questions are welcome.

**TOOLS:** Volunteers are requested to bring their own work gloves, hand tools and a reusable water container. Kneeling pads, bug spray, rakes, shovels, large clippers, etc., are provided. Water is available in the compound refrigerator. Please be sure to return all the tools and carts to the compound area and place them in their proper area.

**WORK TIMES:** Volunteers meet on Wednesday and Saturday usually from 9 a.m. to 12 noon.

**GARDEN COORDINATING:** The board shall oversee the maintenance of the gardens and any major changes. Please do not cut, remove, plant or move plants or garden items without discussion with a board member.

**COMPOUND:** The compound is the area with the tall wood fence where most equipment is stored. Please be sure to close the compound gates when there is no volunteer in that area. If you are the last volunteer leaving, please verify that the shop and compound gates are securely locked.

We appreciate you devoting your time to enhance the gardens and if you have any ideas for improving the gardens, please present them to a board member.

3/14/2023