

List of garden/grounds tasks

Spring

One Time Tasks

- Uncover and layout benches with umbrella pole holders spaced accordingly. Store tarp in garden shed
- Take garden umbrellas out of storage and check need for repairs. Can be stored (summer only) in small garden shed near garden benches. Be sure shed is thoroughly cleaned before storing umbrellas.
- Turn on outside water: One valve under kitchen sink for back of building faucet and a second in maintenance room near water heater for the front of building faucet.
- Remove water hoses/nozzles from shed and connect to several faucets or water stations
 - One dedicated short hose behind main building connects to pipe that distributes water to wedding garden faucet.
 - If needed can use a dual splitter to add a second hose behind the main building.
 - One long hose that connects to wedding garden 'dual splitter connection' faucet & is hung on the water station behind the small vinyl shed
 - One dedicated hose that connects the wedding garden faucet to the hose that 'runs under' the wedding path to a hose station.
 - One flexible hose that resides on the hose station next to the trellis.
 - One long hose that connects to the front of building faucet
- Check to verify electrical power is active at outlets in wedding garden
- Verify the stability of wedding garden benches- Repair as needed. Should have bench capacity for approx. 150 individuals.
- Check fire pit for needed maintenance
- Check grounds structures (benches, trellis, pergola, peace pole, burning bowl) for upgrades/repairs
- Optional as to whether or not to return the garden fountain to working order
- Rehang garden banners as needed.

Summer

Periodic Tasks

- Burn off weeds on garden path. Possibly every 3 weeks or as needed using propane torch stored in shed. Depending on number of seasonal burns, a tank of propane might last the entire season. If not purchase locally using a Unity credit card/Tax exempt certificate on file at Menards
- Planting/watering/Weeding: Can be done on specific 'work dates' or individually at a member's own available time.
 - Recommend a dedicated watering schedule so that plantings stay healthy.
 - Weeding can be done as needed without direction. Weeds can be disposed of on our property in areas not seen by the public.... unless the weeds are an invasive species (garlic mustard should be burned, bagged and carried off our property or disposed of in garbage)

- Although donation/purchases by members of new plantings (trees, shrubs, flowers) are encouraged, they should be reviewed by a garden manager to be sure they are deer resistant and meet the overall grounds landscape plans.
- Keep fire pit clean of debris.
- Trim lower hanging tree branches as needed.
- Continue removal of invasive species (buckthorn and garlic mustard)

Fall

One Time Tasks

- Remove hoses/fitting/nozzles and store in large vinyl shed
- Turn off water valves under sink and in maintenance room
- Blow out wedding garden line to main building using an air compressor
- Stack and cover benches. Current tarp is large enough that benches do not have to be stacked very high
- Continue removal of invasive species (buckthorn and garlic mustard)
- Store garden umbrellas in safe location away from potential mice damage immediately after last garden event as mice like to setup their winter homes quite early in the Fall. Storage could be in larger vinyl shed **ONLY IF** securely protected from mice OR stored at a member's home.