

Check every P-Patch Post for calendar items.

January

Hold a planning meeting.
Nominate and confirm project captains.
Set priorities and timelines for projects.
Plan construction projects.
Ask other gardens for their calendar plans.
Plan neighbor improvement projects.
Set date and time for Gardener Gathering.
Set tentative work party dates. Consider a "Second Saturday, Second Tuesday" regular monthly date.
Set tentative rototiller dates.
Design an Earth Day "Seattle Works" project for April to get community help. E-mail: events@seattleworks.org
Contact church – get on their schedule for site cleanup, rummage sale, Art in the Garden, other joint activities.

February

Plan activities for Gardener Gathering.
Confirm fertilizer order.
Update "gardener watch" list of gardeners who had difficulty returning their renewals promptly.
Set aside area to stack and stow burlap sacks.
Conduct garden tours for new gardeners.

March

Turn on water.
Hold rototiller work party.
Hold Gardener Gathering.
Build and distribute calendar with tentative work party dates and other events.
Order load of chips.

April

Make sure all plots are assigned.
Make sure all plots begin work April 1st.
Dry out, stack, and cover re-usable burlap bags.

May

Control grass along perimeter.
Put in perimeter plantings.
Assign people to projects.

June

First community hours check.

July

Enjoy the garden and stay cool.
Host the "Art in the Garden" event.

August

Second community hours check.
Send reminder to harvest or glean for food bank.

September

Send out a reminder for the Harvest Banquet.
Review "gardener watch" list of gardeners who had difficulty finishing up on time last year. Contact those gardeners and give them expectations as to what they need to do and when. Get agreement from the gardeners. Make some intermediate dates to have half cleared by October 1st, all cleared by October 10th, winterized by October 20th, etc.
Keep up with composting garden waste.
Send community hours warning notices.
Send reminder to neatly stack tomato cages and wooden stakes for re-use next year.
Pick up burlap sacks.
Pick up cover crop seeds.

October

Keep careful track of gardeners who had difficulty finishing up on time last year. Contact those gardeners and hold them to their agreements.
Arrange for rototilling.
Remind gardeners of winterization deadline.
Ask gardeners who are considering not returning to say so before the deadline.
Final community hours check.
Pick up burlap sacks.
Keep up with composting garden waste.

November

Send hours tally to office.
Call gardeners who didn't return renewals on time last year. Remind them of deadlines.
Send warning notices to gardens not winterized.
Update "gardener watch" for gardeners who had difficulty winterizing by the deadline.
Turn off water. Drain and stow hoses.

December

Write a recap of the highlights of the year.
Send holiday cards.