

Communications Chair Committee Report Feb 13, 2014

Accomplishments

email - minutes
website - training with Terry
website - update garden dates
website - rearranged homepage to allow for more garden updates
email - updated member database
website - updated membership form
website - updated board member names and email addresses
website - uploaded jan meeting minutes
website - added the friends of goshen farm
website - updated corp sponsor list

Traffic Report

2013 TRAFFIC
Jan 2013 - 296
Feb 2013 - 219
Mar 2013 - 300
Apr 2013 - 394
May 2013 - 256
June 2013 - 151
July 2013 - 237
Aug 2013 - 197
Sept 2013 - 359
Oct 2013 - 427
Nov 2013 - 224
Dec 2013 - 130
3,190 Total Visits

2013 TRAFFIC
Jan 2013 - 254
Feb 2013 -
Mar 2013 -
Apr 2013 -
May 2013 -
June 2013 -
July 2013 -
Aug 2013 -
Sept 2013 -
Oct 2013 -
Nov 2013 -
Dec 2013 -

Planned activities or undertakings

1. Online Membership Sign Up
2. Promote J&J Online
3. Add past officers list
4. Promote Annual Events on the Homepage, and create a "Event Page" for each event to be left online permanently and updated periodically with news pertaining to each event. The old way was to create blog posts that would eventually get buried by other news and posts.

Events Reports February 2014

Java & Jazz- March 9th 3 to 5 pm

- Karen created the flyer- gave to Lou for the Caper.
- Advertised on Facebook- created an Event
- Contacted Art for the menu- not received from him yet
- Contacted last year's sponsors, put a plea on Facebook for sponsors, right now I have 6 businesses interested in sponsoring. 5 @ \$25 1 @ \$50.
 - Still To Do
 - Distribute flyers
 - Check inventory and purchase perishable (creamers, water, replacement table clothes) and whatever else we need.
 - Make table tents
 - Pick menu
 - Recruit volunteers for set up, clean up, to work sales table, man refreshment tables
 - Get coffee makers
 - Will need artifacts, slide show, window set up and manned
 - Would like to use some of the sponsor money to purchase a 30 cup coffee pot for events.

Open House- April 12th 1 to 4 pm

- Created the flyer
 - Still to do
 - Recruit Boy Scouts for parking
 - Recruit volunteers to work, bring food, hang flyers, put out signs & balloons
 - Check inventory of items to sell, books, shirts, memberships, Kayak tickets if we have them.
 - Purchase water & ice
 - Recruit volunteers to bring nice lawn furniture
 - Will need artifacts, slide show, window set up and manned
 - Terry B. suggested we do a reenactment of the reading of Richard Gardiners will, he has contacted Kara Maddox regarding actors.

Books

- Ordered 25 at approximately \$16 per book. We will sell them for \$25- should have for J & J.

Kayaks

- Need to start thinking about this fundraiser..... contact Ski Haus? How many tickets to sell? Etc.

Strawberry Festival

- June 7th- will need volunteers to walk in the parade and take shifts in the booth! Kids welcome!

Submitted by Terry Brandon, Garden Chairman 2/14/2014 to Lou Biondi President & GFPS Board

Accomplished:

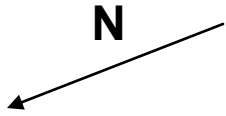
1. Outstanding requests for 2014 Garden Plot rentals filled with assistance of Becky Benner.
2. Garden plots and walkways cleared and realigned where necessary by Roy Benner.
3. 2014 Goshen Farm Garden Plot Map redone in Microsoft Publisher/pdf format.
4. 2014 Goshen Farm Garden Committee meeting calendar established with Broadneck Library.
5. Goshen Farm Garden expanded to add 5 additional plots by moving existing garden fence to a total of 59 plots by Terry Brandon and Roy Benner. These plots are currently available for rental increasing overall revenue by \$125 annually plus possible additional GFPS memberships of \$100-\$175 annually.
6. Modified GFPS Sharing Garden portion of GFPS website to remove most outdated “recent news” posts after receiving instruction and entry passwords from John Maggio.
7. Updated Goshen Farm Garden email list to reflect current plot renters with assistance of Becky Benner.

Needs Accomplishing:

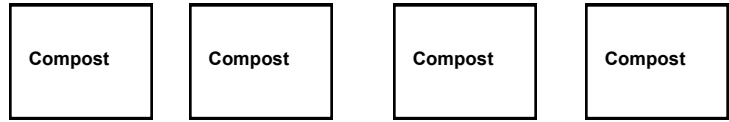
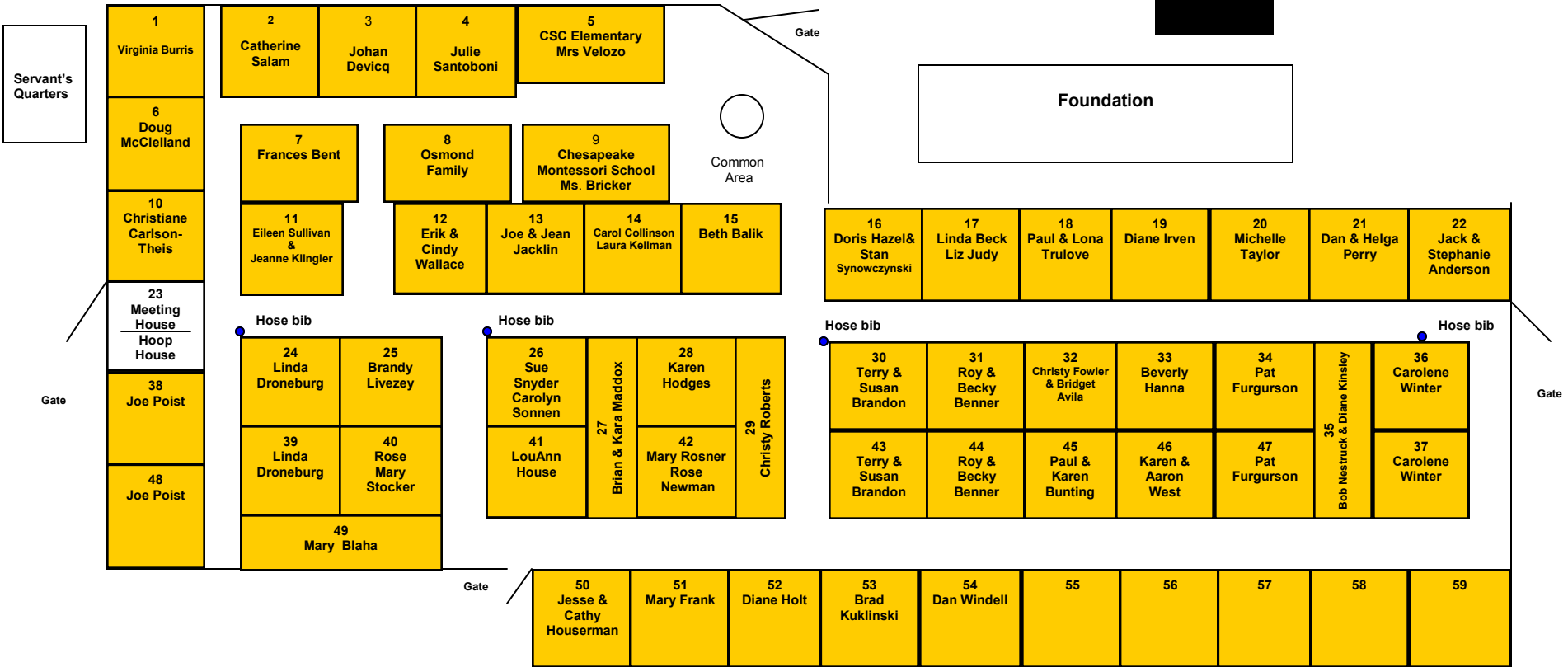
1. Short Term:
 - a. Removal of downed tree behind Servants Quarters building on north side of garden
 - b. Erect 20 ft X 40 ft Meeting room/plant propagation hoop house on north side of garden pending GFPS review and approval.
2. Develop plan for “Colonial” Landscape gardens around Goshen Farm House and entry road with Grounds Chairman Roy Benner and incorporating membership volunteers and possibly Navy midshipmen.
3. Long Term:
 - a. Establish schedule of community preservation and garden classes to be held in hoop house.
 - b. Evolve working partnership with Broadneck peninsula garden clubs-esp. Cape St.Claire garden club.
 - c. Establish Goshen Farm Garden subcommittees to work on various Grounds or Garden projects.
 - d. Establish working set of relationships with local education institutions to utilize Goshen Farm grounds and Garden resources—preschool through graduate school levels as described in GFPS Business Plan.

Need Approval: Addition of donated/loaned, nonpermanent hoop house to serve as meeting space and plant propagation structure.

New Business: Provisional addition of 2 “at large” board members to explore financial development and strategic planning for future of Goshen Farm.



Bulletin Board



Grounds' Committee Report

February 19, 2014 Submitted by Roy Benner, Chairman 2/13/14 to Lou Biondi

Accomplished:

1. Mower returned to Annapolis Lawn and Garden Gravelly Service Center to repair torn wiring harness and to install new blades.
2. My Grounds Assistant (Becky) and I cut up large pile of brush removed by the U.S. Naval Academy Midshipmen Activity Group (MAG) from the old barn location in November 2013.
3. In January, during the clearing of brush and vines, my Grounds Assistant and I discovered a large piece of farm equipment (probably a brush hog) and left it in place for further examination.
4. Danny Tester removed scrap metal from the woods and stacked it near the Caretaker's Cottage. Becky moved it on to the Farm House scrap metal pile.
5. Purchased a new Sharing Gardeners' combination lock for the driveway since the gate lock stopped working.
6. The vandalized Scout Bulletin Board (Site #1) was repaired by Jeff Bailey.
7. Compiled history and photographs for a nine-page handout for the Cape St. Claire Tiger Cub Scout talk on Sunday, February 9th. Approximately 24 parents and Scouts participated in the guided tour and talk on "How They Used to Live."
8. Cleared trees, brush, and vines west of the Sharing Garden Fence.
9. Relocated and aligned a portion of the Sharing Garden's west fence to allow five additional plots to be developed. This work was completed with the assistance of Terry Brandon (new Garden Chair). This may generate \$300 in further income to the GFPS.
10. The small compost fence gate on the Sharing Garden's west fence was eliminated. A new, larger gate was constructed between plots #49 and #50. The relocated gate will allow easier access to the relocated compost area.
11. The two school garden plots (#5 and #9) were re-aligned and enlarged. Additional walkways were constructed to allow either 2- or 3-sided access to these two school children's plots.
12. Any gardener whose garden plot had encroached on the public walkway had their garden space corrected to allow for the full five-foot walkway. Any garden material that was stored in the walkways was removed to the owner's plot.
13. Completed drafting the GFPS GMUP outline.

Needs Accomplishing:

1. The Soil Health Pit needs the stair railings to be completed. Severe weather indicates a drainage pipe to drain the pit must be installed to maintain the pit's integrity.
2. Research fencing, period-appropriate, for the Soil Health Pit.
3. Confirm geophysical testing: date to be rescheduled for March 29, 2014, due to scheduling and coordination issues between the U.S. Naval Academy MAG and Jimmy Doolittle of the National Resources Conservation Services (NRCS).
4. Follow up with Congressmen Wayne Gilchrest on educational assistance needs.
5. Incorporate the collected and yet-to-be-collected data, the USDA and the AASCD comments and findings into the GFPS Grounds Master Use Plan (GFPS GMUP) for the Goshen Farm 22-acre property. This will be a large endeavor.

6. GFPS GMUP to be submitted for review at the February 19th GFPS meeting.
7. Meet with Jim Morrison, President of The Friends of Hancock Resolution, regarding development of uses of historic farm lands.
8. Contact Jim Rausch, President of The Friends of Kinder Farm Park, for information on the preservation, development, and operation of a “typical working farm in the early 20th century.”
9. Attend the Annual Conference of Small Museum Association in Ocean City, Maryland (2/16-18/14).
10. Long Term:
 - a. Develop a plan to attack and control rampant growth of trees and vines (invasives) that strangle our growing trees.
 - b. Possible use of goats to clear three small areas of rampant vines.
 1. The following area considered for possible ‘goat’ clearing of the undergrowth:
 2. Area around the pond - to open this area as seen in historic photographs.
 3. Area near and around the barn.

Needs Approval: None

New Business:

- 1) Has the AACBOE letter been completed for our Lease Agreements Requirements?
- 2) Research records generated by Scott Powers should be made available to the GFPS, if he is willing.

History Committee Report February 14, 2014

Continuing research into identifying former slaves that may have been at Goshen during its history. The Benners have provided a list of resources to aid in this pursuit.

Would like to hold another history committee meeting in March or April.

Continuing to investigate the circumstances surrounding Thomas Jefferson Halls loss of the farm and his relation to Gardiner family. Planning another trip to the archives in the near future to review any relevant documents.

Scott Powers

MEMBERSHIP COMMITTEE REPORT

February 19, 2014

Submitted by Becky Benner on February 12, 2014

MEMBER TOTALS for 2014

- Members who either joined or renewed since September 8, 2013, and whose memberships thus expire December 31, 2014.

Residents

Resident Individuals = 23

Resident Households = 51

Corporate = 6

Includes

1 new Individual member

5 renewal Individual members

0 new Household member

9 renewal Household members

1 new Corporate member

Total = 80 resident members

Non-Residents

Non-resident Individuals = 17

Non-resident Households = 15

Corporate = 5

Includes

1 new Individual member

2 renewal Individual members

1 new Household member

1 renewal Household member

1 new Corporate member

Total = 37 non-resident members

2014 Total = 117 overall memberships

ACCOMPLISHED

- Send acknowledgement letters to renewals and/or new members
- Update 2014 membership database as receive new/renewal membership forms
- Mail membership packets (consisting of Welcome Letter, Overview of Goshen Farm History, Benefits, Listing of Board of Directors, and a Map of Goshen Farm) to new/renewed members
- Attended the two introductory classes presented by the Anne Arundel County Public Library's West Street Annapolis Branch, "Introduction to Finding Funders," and "Guide to Online Grantseeker Resources" workshops. Two library staffers provided information procedures for accessing information and resource databases specifically designed for grantseekers which are available only at the West Street site.
- Forwarded new Membership form to Communications Chair to post on website.
- Worked with Garden Chair to correlate GFPS and GFSG members.

- Mailed deadline letters to Sharing Gardeners who had not yet provided form(s) or payment(s). Letter(s) noted that not meeting deadline terminates tentative plot assignment.
- Submitted revised 2014 monthly meeting dates for Goshen Farm Sharing Garden to Communications Chair for corrections to Sharing Garden page on website.

TO DO ITEMS

- Attend 30th Annual Conference of Small Museum Association in Ocen City, MD, from February 16-18. Workshops to include, among others: “Building Partnerships that Work,” “Finding Funding,” “Revolutionizing Membership Development Program,” “Risk Management Principles,” “Visitor Feedback Evaluation,”
- Add “Friends of Goshen Farm” to website -- collaborated with Smitty and Rhonda)
- Review and re-submit “Safety and Conduct on Goshen Farm” to Board
- Tweak draft types of donations, i.e., “anonymous,” “gift membership,” “in memory,” “specific restoration project,” etc., before submit to Board for review

NOTE

- February 2013 = 92 overall memberships; February 2014 = 117 overall memberships
- January 2013 = 64 memberships; January 2014 = 99 overall memberships
- December 2012 = 110 overall memberships/37 received for 2013; December 2013 = 141 overall memberships/61 received for 2014