

## Goshen Farm Preservation Society

### Meeting Agenda

<b>Called by:</b>	Board	<b>Type of Meeting:</b>	Monthly Board
<b>Facilitator:</b>	Pres. Barbara Morgan	<b>Recorder:</b>	
<b>Date:</b>	Wednesday, Feb. 20, 2013	<b>Time:</b>	
<b>Location:</b>	Cox Room of the Clubhouse		
<b>BOD Attending:</b>			
<b>Members Attending:</b>			

### Agenda

1. Welcome of new members or visitors: Please note that we are here to discuss Board and Chair issues. If you have a comment on or question we ask that you hold that until the floor opens at the end of the meeting.
2. Review of January Minutes
3. President's Remarks – Letter from Acer
1. Committee Reports: Please read reports ahead of time- each committee will have 5 minutes to discuss any issues and answer questions.
  - a. Finances (Rhonda): Financial Summary attached
  - b. Building (Stu):
  - c. Membership (Becky): report as submitted
    - i. Discuss member-tiered Friends of Goshen Farm vs corporate-tiered sponsors
    - ii. Discuss corporate sponsors term of sponsorship: calendar year or fiscal (sic) year of when donation received.
  - d. Communications (John): report as submitted
  - e. Sharing Garden (Nicole) report as submitted
  - f. Grounds (Roy): report as submitted
  - g. Events/Fundraising (Karen):
  - h. Oral History(Patty- seeking new chair):
  - i. Caper Article: April (due March 12)
  - j. Special Projects:
    - i. Decide on Spring Raffle
    - ii. Garden Shower – Date – should we have an Open House same day?
2. On-going Business:
  - a. Status of Grant paperwork (Barb)
  - b. From the Floor
3. New Business:
  - a. From the floor

## Goshen Farm Preservation Society

4. Review of Actions – see November Minutes for comprehensive list
5. Meeting is adjourned

### Committee Reports

## **GFPS Financial Report – February 2013**

### **Account Summary:**

Savings (restoration, matching funds)	34,098.26
Checking (operational/maintenance)	2,487.98

### **Fundraising Summary:**

Donations deposited and transferred to savings	\$350.00
Family Memberships (6)	210.00
Individual Memberships (2)	40.00
Garden Plots (2)	50.00

### **Taxes:**

#### Federal:

Local accountant has volunteered services to prepare 2012 federal taxes...waiting for him to give us the “green light” to send our financial data.

#### State of MD:

Received 2012 Personal Property Return due April 15, 2013. GFPS is exempt but must file.

Received memo from Charities and Legal Services Division regarding the Annual Filing of Exempt Organization Fund-Raising Notice. It is due April 30, 2013.

### **Utilities:**

BGE account has been corrected and most recent bill was \$8.34.

## **Building Committee Report – February 2013**

### ***Accomplishments:***

- In July of 2012, the Building Committee developed a “Use Plan” for the main house that identifies the most pragmatic approach to the future use of the structure. This plan was used as the baseline for follow-on activities in January and February of this year.
- On 31 January, a preliminary meeting between S. Bailey, M. Maggio and J. Cox was held to determine the preliminary tasks and resources necessary to begin the lead clean-up in the main house. Notes from the meeting were recorded in outline form. It is important to note that we will be performing “lead clean-up” and not “lead abatement”.
- A site survey of the main house was completed on 11 February 2013 and included S. Bailey, M. Maggio, J. Cox and R. Benner. During this activity, the entire main structure (less cellar and attics) was examined for current state and to determine components and features to be retained, repaired, relocated or removed. A complete list of decisions was captured can be distributed to the Board upon request.

## **Goshen Farm Preservation Society**

### ***Planned Activities and Undertakings:***

- Temporary enclosure of the front porch in order to create a working and storage area for the cleanup work. No date has been determined for this activity.
- Lead and mold testing of interior of main building. No date has been determined for this activity.
- Replacement or augmentation of the current window enclosures to allow for natural light and possible debris removal. No date has been determined for this activity.
- Acquisition of equipment and consumable resources. Some equipment will be supplied by MJM Construction & Repair LLC, to be determined.
- Training of volunteers by M. Maggio – only trained individuals will be allowed to participate in the cleanup of the main house. No date has been determined for this activity.
- Determine the donation and cost estimate by MJM Construction & Repair LLC for inclusion in the Challenge Grant documentation. This needs to be done by 25 February.
- Relocation of donated windows currently in room 1D (1850s addition, first floor) to the cottage for storage. No date has been scheduled for this activity.
- Reorganizing/reengagement of Building Committee Members.

### ***Efforts Requiring Board Approval:***

- Purchase of mold and lead testing kits.

### ***Future Concerns or Needs:***

- The Board needs to determine how M. Maggio can most effectively represent GFPS in his capacity as subject matter expert for this phase of the restoration of the main house. This topic will be discussed during the New Business agenda item of the 20 February Board Meeting.
- Purchase of construction material to enclose porch.

## ***MEMBERSHIP COMMITTEE REPORT***

**February 20, 2013**

Submitted by Becky Benner  
(February 17, 2013)

### **MEMBER TOTALS for 2012**

The totals to date (December 9, 2012) include:

- Members who either joined or renewed since September 16<sup>th</sup> and whose memberships thus expire December 31, 2012.

### **Residents**

Resident Individuals = 15

## **Goshen Farm Preservation Society**

Resident Household = 61

Corporate = 6

Includes

0 renewals

0 new individual members

0 new household members (includes Corporate Sponsors) \*

Total = 82 resident members

### **Non-Residents**

Non-resident Individual = 10

Non-resident Household = 18

Includes

0 renewals

0 new individual members

0 new household members

Total = 28 non-resident members

### **2012 Total = 110 overall memberships**

#### **MEMBER TOTALS for 2013**

- Members who either joined or renewed since September 16<sup>th</sup> and whose memberships thus expire December 31, 2013.

### **Residents**

Resident Individuals = 14

Resident Households = 42

Corporate = 4

Includes

2 new Individual members

2 renewals Individual members

4 new Household members

13 renewals Household members

0 new Corporate members

Total = 60 resident members

### **Non-Residents**

Non-resident Individuals = 17

Non-resident Households = 10

Corporate = 5

Includes

2 new Individual members

2 renewals Individual members

1 new Household member

## **Goshen Farm Preservation Society**

2 renewals Household members

0 new Corporate member

Total = 32 non-resident members

### **2013 Total = 92 overall memberships**

#### **ACCOMPLISHED**

- Acknowledgement letters to renewals and/or new members
- Update membership database as receive renewals and/or new membership forms
- E-mail reminders to Sharing Garden plot renters that GFPS membership fee must be paid before planting season begins. Reminders were sent to thirteen (13) garden plot renters who had not yet paid GFPS membership fees.

#### **TO DO ITEMS**

- Discuss member-tiered Friends of Goshen Farm vs corporate-tiered sponsors
- Discuss corporate sponsors term of sponsorship: calendar year or fiscal (sic) year of when donation received.
- E-mail second reminder to members who had received November/December renewal letters via snail mail.
- E-mail second (and last) reminder to garden plot renters who haven't paid GFPS membership fees. Will include statement that garden plot payment is due by February 28th.

#### **NOTE**

- February 2012 = 46 overall memberships; February 2013 = 92 overall memberships
- January 2012 = 39 overall memberships; January 2013 = 64 overall memberships
- 2012 Memberships will expire effective February 28, 2013

### **Communications Chair Committee Report 1/13/13 & 2/16/13**

#### **Accomplishments**

Jan Report

Email - Dec Member Minutes

Website - Uploaded Meeting Min

Website - added garden meeting times

Website - added Goshen Farm Walking Trail Guide

Website - added CSC Garden Club Slide

Website - added Bulliten Board Post

Website - added Shed Post

Website - Removed Fall Ball Sponsors from Home Page

Feb Report

Email - Jan Meeting Agenda

Website - Upload Jan Meeting Agenda

## Goshen Farm Preservation Society

Email - Updated Membership Database  
URL - Recommended Godaddy Renewal  
Post - Wild Beavers  
Post - Side Porch  
Post - Let there be light  
Website - Removed Contact form (Spam)  
Website - Changed Board Members  
Website - Added Mona Lacovey Ad  
Email - Changed Board Emails  
Website - fixed minutes for 1012 - 1112

### **Traffic Report**

Jun - 189  
Jul - 274  
Aug - 347  
Sep - 520  
Oct - 452  
Nov - 148  
Dec - 143  
Jan - 296

### **Planned activities or undertakings**

- Fix Sponsor ad rotation error (no more "advertise here" image)
- To create a member registration page on the site that accepts PayPal based on the meeting held on 5/10/12 with Karen Bailey, Rebecca Benner, Barbara Morgan and myself. This will be the most difficult part of the overall website project.
- Continue to add content submitted from other Goshen Members to the Blog and Social Media. Several items are on the list to be added.
- Merge the Sharing Garden's Blog to the Goshen Website ([goshenfarm.org/sharinggarden](http://goshenfarm.org/sharinggarden))
- Convert the Sharing Garden Facebook Page to the official Goshen Farm facebook page (toward the end of the summer)
- Add more photos to the content of the website.

## ***Sharing Garden Report February 2013***

### **Accomplishments**

- All plots are rented. Becky is chasing down those lacking membership
- The library is putting an open to the public announcement for the March meeting in the newsletter and online. this will be a great opportunity to have people learn more about Goshen and ask questions.
- Created a preliminary calendar of events and actions for 2013, will be shared as soon as it is finalized
- Arranged for speaker to come to garden meeting to discuss hints and tips on gardening in the area

### **Efforts requiring Board approval**

- Received an email about AACPS Community Challenge and was invited to be a Mentor for a program. This needs further discussion with board.
- Spring event dates, Java/Jazz, Open House, Clean up day etc
- Fundraisers for well or garden expansion?

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- Holiday Swag/Centerpiece fundraiser

### **Future concerns or needs**

None

### **New Business**

- need to apply for walmart foundation grant.
- reply to AACPS community challenge

My name is Dick Lehr. I'm representing Maureen McMahon, Assistant Superintendent of Advanced Studies and Programs for Anne Arundel County Public Schools. I know you are a strong supporter of Historical Preservation in Anne Arundel County. In view of that, I'd like to tell you about a one semester course that's being offered at South River High School and North County High School that could benefit your organization. The course is called "COMMUNITY CHALLENGE." Its overall purpose is to provide a SERVICE to your organization and an educational experience for our students. A Student Consultant Team of two or three students would be tasked to work on your challenge problem; the project challenge will provide students experience working as a team to real deadlines and real standards of excellence with people who have entrusted them with authentic challenges found in their workplace.

Your responsibility as Mentor consists of coming up with up with the Community Challenge problem (we can provide examples); answer six questions, and we take it from there. The Student Consultant team will conduct research, analyze data, and develop solutions. A final report is presented to the Organization in oral and written form.

Your time requirements center on you or your designated contact person providing guidance via email and telephone and two one hour face to face meetings with your students.

Here are some of the people and organizations who are currently serving as Mentors or have volunteered previously as Mentors in the program: County Councilman Ladd, Linda Schuett, Smithsonian Environmental Research Center, Annapolis City Government, Anne Arundel County Government., Koch Homes, Sailing Hall of Fame and many others.

We hope you will consider joining the Community Challenge Family. Please see attachments for Community Challenge examples. If interested, please contact me.

## **Grounds Committee Report**

January 20, 2013 Submitted by Roy Benner, Chairman 2/16/13 to Barbara Morgan

### **Accomplished:**

1. Motion Detector Lights – Were installed on the front porch overhang and also on the rear of the Goshen Farm House 1859 addition under a small soffit overhang.
2. Installed new, stained “B” Board (beaded boards) on the ceiling of the side porch. Installed a new electrical box and wiring for a future porch ceiling light. This completes most of the exterior work needed on the Goshen Farm House excepting new future windows, shutter replacement, and new doors.
3. Numerous downed branches were picked up around the Farm House yard.
4. My special grounds assistant (Becky) cut additional vines and undergrowth around the southwest section of the “spring”/pond.

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5. Planted four small (30" tall) potted spruce trees that were a donation to the GFPS. These were planted near the new Bulletin Board by site #1, as a beginning screen to the soccer fields and possible cuttings for future Christmas decorations.
6. Many vine-smothered trees were cut just to the west of the Sharing Garden to eliminate late afternoon shade to plots in the northern third of the Garden. This multi-day task was completed with the help of my special tree removal assistant and resulted in a fairly large, cleared area. This area would not be a candidate for Garden expansion due to the large stock pile of old stumps. Unless a much greater area was cleared, the remaining close, large trees would again shade any new garden plots.
7. Danny Tester has been cutting many young "Tree of Heaven" trees around the pond, around the well, and to the east of the old barn site. These are very invasive trees. Thanks Danny!
8. I purchased an old Third District Map of Anne Arundel County, dated 1878. It shows the Henry Tidings House (Goshen Farm House) and surrounding homesteads.
9. The Sharing Garden gardeners are still harvesting some cold winter crops.

### **Needs Accomplishing:**

1. Short Term:
  - a. Maintaining grass and grounds. Cut the grass, if needed, during February, prior to my knee replacement surgery scheduled for March 1<sup>st</sup>.
  - b. Remove two downed cherry trees in the lower field that fell as a result of the "Derecho" on June 29th.
2. Develop a planting Master Plan reflecting 1700 landscaping for the immediate area around the Farm House.
3. Long Term:
  - a. Large tree near the Servant's Quarter's, Site #8, should be removed at some point. (If it falls, the roots will destroy the Servant's Quarters). Removal also of another large vine-covered tree located to the south and west of the Sharing Garden. Both should be removed for safety reasons.
  - b. The Maple tree, at the south-east corner of the Farm House, has a large branch overhanging the house, which should be removed. The large branch cable system is no longer affording any protection to the Farm House.
  - c. Construct a brick patio for sitting within the entrance of the Sharing Garden. Bricks are being gathered.
  - d. Develop a master plan for the grounds (trees, open areas, parking, paths, perennial gardens, Sharing Garden, other areas of use, and maintenance of the foregoing).
  - e. Develop plan to attack and control rampant growth of vines that strangle growing trees.
  - f. Use goats to clear three small areas of rampant vines. The goats will be free (friend of Becky's).



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- i. The following areas I am considering for possible ‘goat’ clearing of the undergrowth:
  1. Area around the “spring”/pond - to open this area as seen in historic photographs.
  2. Area where original barn and silo once stood, to show footprint of the old barn.
  3. Area just north of Sharing Garden and slightly behind and north of Servant’s Quarters for possible future expansion of the Sharing Garden, when additional water is available to the Garden.

### **Need Approval:**

### **New Business:**

None suggested at this time.

## **EVENT COMMITTEE REPORT – FEBRUARY 2013**

Java and Jazz

### Current status:

- Sunday, March 10, 3 to 5 PM, Cape Clubhouse
- Sponsor plea posted on Facebook, two responses so far @ \$25 but no money received (sponsorships will cover food)
- Received commitment for \$50 donation toward J&J from Best Connection Travel (Cape resident)
- Press release completed, sent to The Capital
- Sent event info to John for an e-blast
- Event posted on Facebook , Broadneck Patch, Eye on Annapolis, Anne Arundel County
- Flyers completed, printed, distributed by Smitty

### To do:

- Finalize menu: Art Lewis will provide his proposed items by March 1 and will loan us a coffee pot
- Coordinate and purchase any additional needed supplies/coffee/tea
- Print flyers and sponsor signs for display at the event
- Coordinate t-shirt order
- SPREAD THE WORD! We would love to have at least 60, if not more, people at this event

### Strawberry Festival

### Current status:

## **Goshen Farm Preservation Society**

- Festival is June 1
- Emailed Mary Lamb for participation form

### To do:

- Decide on a raffle item and arrange for procurement
  - What do we want to raffle?
  - Print tickets
  - Arrange for storage and transport of items
- Plan for festival day
  - Parade
  - Volunteer schedule