

Goshen Farm Preservation Society

Meeting Agenda

Called by:	Board	Type of Meeting:	Annual
Facilitator:	Pres. Barbara Morgan	Recorder:	
Date:	Wednesday, March 20	Time:	
Location:	Cox Room of the Clubhouse		
BOD Attending:			
Members Attending:			

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 February Minutes
 1. President's Remarks –
 2. 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): report as submitted
 - c. Membership (Becky): report as submitted
 - i. 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. Information on Kayak Raffle
3. On-going Business:
 - a. From the Floor-
 - i. Discuss member-tiered Friends of Goshen Farm vs corporate-tiered sponsors
4. New Business:
 - a. From the floor
5. Review of Actions – see November Minutes for comprehensive list
6. Meeting is adjourned

Building Committee Report – March 2013

Accomplishments:

- On 20 February 2013, it was agreed by the Board that M. Maggio would become the Assistant Building Committee Chair. This will allow M. Maggio to represent the interests of the Society without being a Board Member.
- The main house cleanup cost estimate by MJM Construction & Repair LLC for inclusion in the Challenge Grant documentation was completed and delivered on 25 February 2013. This was, in turn provided to B. Morgan for inclusion in the Grant Proposal.
- Documentation soliciting corporate donations was submitted to Home Depot and Distribution International by M. Maggio on the 1st of March, 2013.
- Documentation was submitted on 8 March 2013 to Cape Hardware TruValue to open a credit account with the store which identified Society members authorized to make purchases for the Society.
- Reengagement email was sent to current and past Building Committee members on the 17th of March, 2013.

Planned Activities and Undertakings:

- Acquisition of materials to enclose the front porch from 84 Lumber Co. and the purchase of lead and mold testing kits from Cape TruValue. It is expected that these activities will be completed by 1 April.
- 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.
- 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.

Efforts Requiring Board Approval:

- Nothing at this time.

Future Concerns or Needs:

- Nothing at this time.

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MEMBERSHIP COMMITTEE REPORT

March 20, 2013

Submitted by Becky Benner
(March 17, 2013)

MEMBER TOTALS for 2013

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

Residents

Resident Individuals = 16

Resident Households = 54

Corporate = 4

Includes

0 new Individual members

2 renewals Individual members

3 new Household members

9 renewals Household members

0 new Corporate members

Total = 74 resident members

Non-Residents

Non-resident Individuals = 20

Non-resident Households = 13

Corporate = 5

Includes

2 new Individual members

1 renewal Individual members

1 new Household member

2 renewals Household members

0 new Corporate member

Total = 38 non-resident members

2013 Total = 112 overall memberships

ACCOMPLISHED

- Acknowledgement letters to renewals and/or new members
- Update membership database as receive renewals and/or new membership forms
- E-mailed second (and last) reminders to Sharing Garden plot renters that GFPS membership fee must be paid before planting season begins. Reminders were sent to 11 garden plot renters who had not yet paid GFPS membership fees.

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- E-mailed reminder to members who had received November/December renewal letters via snail mail and hadn't responded. A total of 22 emails and 10 letters (members who don't have an e-mail address or members whose e-mail address bounced back) were sent.

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.

NOTE

- March 2012 = 63 overall memberships; March 2013 = 112 overall memberships
- February 2012 = 46 overall memberships; February 2013 = 92 overall memberships
- January 2012 = 39 overall memberships; January 2013 = 64 overall memberships
- 2013 Treasurer's goal = 128 overall memberships

Communications Chair Committee Report 2/13/13 & 3/16/13

Accomplishments

March Report

Email - Feb Com Reports

Website - added Java and Jazz event

Email - Java and Jazz

Email - CSC Garden Club Show

Email - Java and Jazz reminder

Traffic Report

Jun - 189

Jul - 274

Aug - 347

Sep - 520

Oct - 452

Nov - 148

Dec - 143

Jan - 296

Feb - 219

Mar 1st - 17th - 144

Planned activities or undertakings

- Blog Post: Java & Jazz recap

- 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)

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- 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 March 2013

Accomplishments

- Sent out an email notifying plot renters to save the date for the open house. The following people said they are available to help:

Diane Kinsley

Rose Stocker

Karen Hodges

Karen West

- Attempted to arrange delivery of compost from MES. Have 20 people interested but need a dump truck to pick up and deliver.
- Cleaned up dead plants, trash and left over garden supports.
- Sent proposal to Mrs. Leitholf CSCES principal for having the Harvest dinner at the cafeteria and sharing proceeds with PTO.
- Updated open house flyer
- Made signs for each plot
- 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

Efforts requiring Board approval

- Fundraisers for well or garden expansion?
- Holiday Swag/Centerpiece fundraiser

Future concerns or needs

None

New Business

- need to apply for walmart foundation grant.

Grounds Committee Report

March 20, 2013 Submitted by Roy Benner, Chairman 3/17/13 to Barbara Morgan

Accomplished:

1. Cut some 'Tree of Heaven' trees at the old barn silo foundation.
2. Cut some more trees and lots of vines on the north east side of the pond.
3. Installed replacement corner posts (6" tall) in the Sharing Garden layout to keep garden hoses from being pulled into other garden plots.
4. Hauled wood chips to several walking paths that have become mud slides around the Sharing Garden fence. The first area is on the south east corner of the Garden. The second area is over the new well line installed last spring. (It had become very muddy during freezing and thawing as a result of the winter walkers passing over the path.) Wood chips were spread fairly lightly in these muddy areas.

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5. Put together a new poster board of progress on the Farm House exterior. May use this at the GFPS' Library information session on March 25th.

Needs Accomplishing:

1. Short Term:
 - a. Maintaining grass and grounds. Cut the grass, when needed.
 - b. Remove two downed cherry trees in the lower field that fell as a result of the "Derecho" on June 29th.
 - c. Put GFPS Activity Items in the New Eagle Scout Bulletin Board. It is currently very empty.
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 west side 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).
 - 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 Sharing Garden.

Need Approval:

None suggested at this time.

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New Business:

None suggested at this time.

EVENT COMMITTEE REPORT – MARCH 2013

Java and Jazz Outcome:

- 76 attended
- Raised \$200 in sponsorships, spent \$200 on food and supplies, so all donations received during the event were pure profit and went toward the matching grant
- Sold the following:
 - 1 single membership
 - 2 family membership renewals
 - 2 book
 - 6 sweatshirts
 - 2 yellow sale shirts
 - 3 other shirts
 - the last ornament

Broadneck Library – March 25

- Opportunity for people to come to the library to learn about Goshen Farm
- Karen and Stu will be there from 7 to 8 PM and will set up artifacts/info boards and have membership information available
- Do not plan to sell promotional items but can have a few books and t-shirts on display
- Will promote the Open House
- **Need one or two more volunteers to attend just in case there is a decent turnout**

Open House:

- Saturday, April 20, 1 to 4 PM (rain date Sunday, April 21)
- Invitations went out by mail on March 14 to 14 politicians
- Will sell promotional items and memberships
- Will set up all display boards, artifacts, etc.
- **Need flyer created, copied, distributed**
- **Need to obtain donations of refreshments**
- **Need volunteers to work the event (set-up, event, tear-down)**
- **Need Boy Scouts or youth to direct traffic up and down the driveway for the 1-4 timeframe**
- **Need help setting up pre-printed signs for the event on the morning of April 20**

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Strawberry Festival:

- Date is Saturday, June 1
- Completed participation form and mailed with fee to Mary Lamb
- Barb is working on securing a donor/supplier for the kayaks; John checking with Ski Haus
- **Need to arrange for raffle ticket printing**
- **Need to determine parade participants**
- **Need to sign up volunteers to work the event (booth set-up, event, tear-down)**

Fall Fundraiser:

- **Need to confirm date**
- **Need to discuss theme, food options**