#### **Meeting Agenda**

Called by:	Board	Type of Meeting:	Board Meeting
Facilitator:	Pres. Barbara Morgan	Recorder:	
Date:	Wednesday, June 20, 2012	Time:	
Location:	Cox room CSC Clubhouse		
BOD Attending:			
Members			
Attending:			

#### **Agenda**

Review of May Minutes- Please read ahead of time and bring changes/corrections to meeting.

- Committee Reports- Please read reports ahead of time discussion to follow
  - a. Finances Karen report as submitted.
  - b. Building/Maintenance-Nick
  - c. Membership-Becky- report as submitted.
  - d. Communications-John-report as submitted.
  - e. Sharing Garden-Nicole-report as submitted.
  - f. Grounds- Roy- report as submitted.
  - g. Fundraising- (open chair)- suggestions for fundraisers needed-
  - h. Oral History-Patty-
  - i. Caper Article-
  - i. Research-Scott
- 2. Special Projects
  - i. Kayak Fundraiser update Karen announcement of drawing on web site
- 3. Upcoming Events
  - i. Joust (7/14)
  - ii. Open House (Sept-TBD)
  - iii. Halloween Ball (10/27)
- 4. On-going Business:
  - a. Desperate for Chairs for the following committees:

Event Planning, Fundraising, Oral History

- b. Status of Eagle Scout shed project
- c. Status of ID cards for BoD and Chairs
- d. Physical Use Plan
- e. From the Floor
- 5. New Business:
  - a. Future board and membership meeting logistics proposal as submitted
  - b. 4<sup>th</sup> of July Parade
  - c. From the floor
- 6. Review of Actions see May Minutes for comprehensive list
- 7. Meeting is adjourned

# Goshen Farm Preservation Society Meeting Minutes May 16, 2012

Called by:	Barbara Morgan	Type of Meeting:	Board of Directors		
Facilitator:	Barbara Morgan	Recorder:	Barbara Morgan		
Date:	May 16, 2012	Time:	7:30 PM		
Location:	Cox Room CSC Clubhouse				
BOD	Barbara Morgan, Stu Bailey, Karen Bailey,				
Attending:					
Chairman and	Patty Feldt, Roy Benner, Becky Benner, John Maggio, LuAnne House,				
members	1 non member – Doug McLelland				
Attending:					

President's Remarks: Barbara opened the meeting by welcoming new member Lou Ann House. She reviewed that members of the Board are meeting with the Department of General services on June 1 to discuss stipulations with the Grant. She also announced that Kirk Young of Superior Distributions has offered to donate all of the supplies needed for the farmhouse roof (30 year shingles).

- 1) Minutes were reviewed and accepted with minor changes.
- 2) Committee Reports
  - a) Finances (Karen) Savings Acct. \$19,878.78, checking Acct. \$2,656.68.57. Total checking and Savings \$22,535.46. The payment for the kayaks was not included in these totals. The Board will purchase D & O Insurance at \$556 per year.
  - b) Building/Maintenance (Nick) (report as submitted)
    - i) Per Jane Cox, AACO Preservationist, it was not recommended to put up used gutters, we are seeking a quote for ½ round gutters which will be historically accurate, from Superior Dist.
    - ii) A work day needs to be coordinated for pre-painting work to be done to the house. Volunteers will be needed.
    - iii) Sherwin Williams is donating 35 gallons of paint- John Maggio offered to store this in his basement.
    - iv) Karen is sending Thank you notes to Sherwin Williams and to Superior. She needs contact information for the donator at Sherwin Williams.
    - v) Goals and priorities for the Main House and cottage will be discussed when more is known on the Matching Grant requirements.
    - vi) Discussion ensued regarding port a pot at the garden- quotes need to be procured regarding the cost (and how many months?); also need to determine if it is more affordable to rent or build a structure to house a chemical toilet.
  - c) Membership (Becky) (Report as submitted) We have 75 resident members for 2012 (15 individuals and 60 households), and 25 non-residents for 2012 (8 individuals and 17 households) for a total of 100 memberships.

- i) The new membership procedure was passed to those involved. All membership forms and Garden forms will go to Becky for processing. She will then get checks to Karen and notify Nicole of garden forms that are received.
- d) Communications (John) (Report as submitted)
  - i) Newsletter was emailed to members using Vertical Response- there are concerns that many members did not receive the newsletter. Vertical Response sends back a report saying how many are sent, rejected, opened etc. This is a new process and needs some work. John will follow-up.
  - ii) Asked John to send out press release to local news about Kayak ticket sales: Broadneck Patch, Capital, What's Up, etc.
  - iii) Discussion regarding eliminating the "individual" membership- but grandfathering in previous members. We decided to table this issue until the September meeting
  - iv) Discussion regarding combining membership forms and garden forms to streamline for next year.
  - v) Discussion about selling tickets over the phone via credit card, filling out the stub and emailing the buyer a picture of the completed stub to go into the pot.
- e) Members' Garden-(Nicole)- (Report as submitted)
  - i) Several issues on the Garden report need to be discussed with the Board. Becky informed us that several of the items mentioned on the report were dismissed such as selling produce from the garden. It was discussed that we need a committee report (breaking down what's been done, what needs to be done, what needs Board approval), not a copy of notes from the garden meeting which are confusing to the Board.
- f) Grounds (Roy) (Report as submitted)
  - i) It was requested that an extra link be added the driveway gate chain to ease the process of locking the gate.
  - ii) Discussion regarding trail map: map will be revised with disclaimer (" at your own risk", etc.) and posted on the board at the farm.
- g) Oral History (Patty-looking for a new Chair)-(No Report)
- h) Caper (Open Chair) Roy submitted the article for June. July/Aug will be a previous article written about the history of the Cape
- i) History Research (Scott) No report.
- j) Special Projects-
  - (1) Kayak Raffle Fundraiser.
    - (a) The kayaks have been procured, tickets are available to sell and or purchase. Several members at the meeting took tickets to sell.
    - (b) Flyers were given to member Barbara Breeden to mail out and post at local businesses. Brochures from Ski Haus should go to each ticket purchaser.
- 3) Upcoming Events

- a) Strawberry Festival (6/9)
  - i) The schedule for volunteer sign-ups was passed around and several slots were taken.
    - (1) We still need 2 to 5 members to fill in from 2 pm to 5:30 pm in one or 2 hour shifts.
    - (2) John suggested we have a fishbowl and raffle a free t-shirt or Book to anyone who fills out an information slip (for those who do not wish to purchase raffle tickets.)
- b) St. Margaret's Church Joust (7/14)
  - i) Roy, Becky and Patty have volunteered, however Roy and Becky may have to cancel so we need backup volunteers for this event.
- c) Open House (Date TBD) September- tabled
- d) Halloween Ball (10/27)
  - i) We discussed not have a haunted trail and once again having a "Fall Festival" vs. a Halloween Ball. It was again noted that the suggestion of costumes may turn off some people.

#### 4) On-Going Business

- a) Stu completed revisions to the Committee Guidelines based on comments received from several Committee Chairs. He emailed the guidelines on 5/15. Guidelines will be reviewed annually and should be followed going forward.
- b) We are still looking for an Event Planning Chair, Fundraising Chair, and Oral History Chair.
  - i) Discussion regarding having members just Chair one event (not all three). Looking for members who are willing to do this.
- c) Eagle Scout Project Alden has received signatures for his project and had several questions regarding painting and material for under the shed. We told him that we might have paint left over from the house and should know by the time he is finished the shed.
- d) Karen completed the Board and Committees IDs; they will be relaminated and handed out at the next board meeting.
- e) Creating a "Physical Use Plan" for the Main House will be determined at a separate meeting after the financials of the matching grant is known.
- f) No decision was made for examining or storing Dr. Radoff's books. Stu will send list of books to Becky and Roy.

#### 5) New Business

- a) Karen requested that we employ an accountant to review our books and to help with taxes. An email will be sent to the membership regarding this.
- b) John mentioned he has a friend who is a professional fundraiser for AACC who might be able to help us raise the remaining \$80K for the matching grant.
- c) Jane and Barbara will be going to the farm on 5/29 to collect the artifacts from the shed to be displayed at the Strawberry Fest and then to be sent to the County for research and cataloging.

- d) CSC resident John Bloh emailed regarding printing up t-shirts for the GFPS. We received a t-shirt and sweatshirt quote for future use as we need to sell our inventory down first.
  6) Meeting adjourned at 10:00 PM.

ACTIONS					
Status Key: New, Working, Completed (CTD), Overcome By Events (OBE)		Color Key: Green: On target; Yellow: Issues; Red: Problems; Blue CTD or OBE			
0	- 1	200/		<b>6</b> 1	
Cntrl #	Task	POC/	Due Date	Status	Comment
		Lead			
028-09-10	Contact CAT South for Technical assistance	Stu	10-30-10	Working	
031-09-10	Identify duties and qualifications for caretaker			Working	
032-09-10	Identify rent/ utilities for Caretaker Cottage			Working	Jan '11 Clean-up
035-11-10	Spray bleach behind ceiling in bathroom		12-30-10	Obe	Will be ripping that out during cleanup
040-12-10	Locate septic system for both houses	Jason/Greg	12-30-10	Working	Septic for Caretaker Cot. Located/Roy may have
					found main house septic
050-02-11	Renew Domain name	John	03-15-13	working	
053-03-11	Research cost and possible donation of heat pump, HVAC SYSTEM	Jason	04-15011	working	Heat pump vs. window ac and baseboard heat
056-03-11	Research available private sector grants for GFPS	Lou	05-30-11	Working	
057-04-11	Get completed plans for caretaker cottage to BOE	Nick or Bld chair	10-10-11	Working	With Teresa Todd now
058-07-11	Set up free contract with Economy Pest Control	Roy	09-30-11	Working	Cottage and main house need termite treatment
060-09-11	Create ID cards for Board and Chairs with Tax and IRS numbers	Karen	12-30-11	CTD	Make it easier to get donations of \$ and materials
064-01-12	Organize list of projects for BS projects/ Mmbr Projects	Stu	02-15-12	CTD	Suggestions from Mmbrshp Comm. Chair
065-01-12	Dumpster for interior demolition	Bld chair	04-18-12	Working	Need to put junk from demo
066-01-12	Complete GFPS Taxes	Patty, Karen	03-31-12	CTD	
069-03-12	Contact Teresa about Caretaker Cottage plans and foundation	Nick	04-31-12	Working	Roof supplies done, gutters: getting a quote- Barb Paint for exterior done- Nicole
079-04-12	Add John Maggio as "admin" on Garden and GFPS Facebook pages	Nicole/Barb	04-31-12	CTD	Give John access to make changes
080-04-12	Get three quotes for raffle tickets printing	John	04-31-12	CTD	Kayak Raffle
081-04-12	Contact Annap. Chamber of commerce about not for profit table for 7/04	Patty	04-31-12	Working	Selling Kayak raffle tickets
082-04-12	Contact Kimberly Lang about Bond money drawdowns clarification	Patty	04-31-12	CTD	Meeting is June 1
083-04-12	Get list of Dr. Radoff's books to Roy and Becky	Stu	04-31-12	Working	Needs titles, etc. to research value
084-04-12	Contact building contractor about used guttering and down spouting	Karen	04-31-12	OBE	Need new historic downspouts

### **Completed Actions**

Completed Actions								
002-02-10	Update/create new Capital Campaign Letter	Barb/Karen	03-31-10	CTD	Target June	Gene Barnhar		
005-02-10	Keys to back door & gate will be made and tested	Patty	03-01-10	CTD	Blizzards prevented testing of keys, Keys tested			
006-02-10	Response to General Services re :bond extension	Patty	Unknown	OBE	Not renewed, budget constraints			
009-02-10	Make call to obtain donated kayak(s) raffle item	Sharon	02-31-10	CTD	Gene Barnhart did not respond.			
010-02-10	Call Dave about bushel of crabs raffle item	Karen	Unknown	OBE	Not in raffle			
013-03010	Get industry info on work masks for future clean-ups	Tom	04-01-10	CTD	Presented at April meeting			
016-04010	Find people with chainsaws to cut down fallen trees, branches	Stu	05-01-10	CTD				
004-02-10	Update web site	Stu	unknown	CTD	Barb will e-mail clean-up volunteer list-Stu			
008-02-10	Contact Lana Truelove re oral histories	Patty	Unknown	CTD	MRMS, LA project started			
012-03-10	Contact Act. Chmn from Future Care for oral history sources	Kay	04-01-10	OBE	Project has started			
015-04-10	Set up site meeting with Tim Lindsay, Corrine, Barb	Karen	05-03-10	CTD	Meeting June 11,2010			
017-04-10	Locate, have donated, or purchase kayak(s) for raffle	Stu, Tom, Smitty	05-01-10	CTD	Barb has two at cost –Bass Pro Shop			
018-05-10	Draft and send letter to Bass Pro re: Kayaks at cost	Barb	ASAP	CTD	Bass Pro gave two at cost			
020-05-10	Send e-mail to Sam Gallager re: CSCIA Bd. Laison	Stu	05-30-10	OBE				
021-05-10	Review election rules and revise if nec.	Stu	05-30-10	CTD				
022-05-10	Add number in family to membership form	Joan	05-30-10	CTD	Joan changed form			
023-05-10	Consult accountant. Re: using Quick Books for Budget	Karen	ASAP	CTD	Karen ready to go			
014-04-10	Set up meeting with BOE for lease	Patti	05-01-10	CTD	BOE meeting August 18 <sup>th</sup>			
007-02-10	Tax filing	Patty	Unknown	CTD	Sent 9-14-2010			
024-06-10	Review website for section for membership and pay on line	Karen, Stu	ASAP	CTD	Need "Donate" bar, pay on line CTE			
025-09-10	Visit caretaker cottage for inspection	Paul, Barb	09-30-10	CTD	Generated partial list			
019-05-10	Measure cub. Ft. needed for storage of artifact	Stu	05-30-10	CTD	12"'by 12' minimum needed			
029-09-10	Contact Insurance carriers for Quotes	Lou	10-30-10	CTD	Will go with CNR – Erie Insurance Quote			
033-09-10	Contact Ms. Truelove, MRMS, regarding Oral history proj.	Patti	10-30-10	CTD	Mrs. Truelove says on-going GFPS will support			
036-11-10	Further research on credit account	Karen	12-30-10	CTD	Reasonable cost, will continue for fundraisers			
037-11-10	Write and send out letters to old members to reactivate	Joan	12-30-10	CTD	One renewal received			
039-11-10	Contact Darian for CAD file for main house dimensions	Barbara	12-30-10	CTD	Jason needs for planning,			
044-12-10	Contact Paula McCarthy regarding Spring event	Stu	12-30-10	CTD	Not involved with Java and Jazz this spring			
045-12-10	Secure items for spring event (coffee, tea, confections, SA items	Barb/Karen	02-30-11	CTD				
	, , , , , , , ,	•		0.5				

046-12-10	Contact county regarding walking path coordinates	Corinne	01-31-11	CTD	Meeting held, path coordinates identified
009-02-10	Find donated storage space for Goshen artifacts	Lou	05-01-10	CTD	No free rental storage available nearby
026-09-10	Make a list of materials needed for Caretaker Cottage Renov.	Paul, Jason	10-30-10	CTD	Paul did an initial list, Jason completed
030-09-10	Check with BOE for method of Background Check (caretaker candidates)	Patti	10-30-10	CTD	If caretaker is employee, need bkgrnd. chk, If not, up to GFPS
034-09-10	Research cost of GFPS T-shirts	Karen	10-30-10	CTD	Silkscreen ordered
041-12-10	Call BGE to set up meeting regarding steps to repair power	Jason ,Barb		CTD	Electric must be permitted, installed and inspected first. Rob will handle.
047-12-10r	Ask Gordon or Benton about Bush Hog	Barbara/ Corinne		CTD	Bush hogging 3/12
052-02-11	Contact Scout Master, troop 2214 for help clearing path	Corinne	03-15-11	CTD	Agreed to help
038-11-10	Contact Karen Petroff for Corporate Letter for campaign	Karen	12-30-10	CTD	
043-12-10	Set up facebook connection with website for comments	Barb /Karen		CTD	
049-02-11	Submit grant renewal to Host Gator	Karen	04-15-11	CTD	Grants no longer available, will pay fee
051-03-11	Paul will get materials list in an excel spreadsheet to Jason	Paul	03-14-11	CTD	To get out to ABC and other contractors
054-03-11	Modify home page calendar of events	Karen	04-30-11	CTD	Improve visibility of events
055-03-11	Make 4 extra Goshen key sets	Sharon	04-15-11	CTD	For security and Jason
027-09-10	Assign parts of list to members to call suppliers for materials donation	Barbara	11-15-10	OBE	Jason is coordinating donations for cottage
042-12-10	Locate a storage unit for onsite (purchased or donated)	Jason/Barb	02-30-11	CTD	Storage Container purchased in July for \$1000 and moved on site
052-03-11	Give copy of insurance policy to Jason	Stu	03-15-11	CTD	Questions on liability and buildings answered
062-09-11	Contact Barbara Breeden to get possible dates for Java & Jazz	Barb	12-30-11	CTD	Have dates – need to designate one
048-12-10	Make a list of corporations to target	All		CTD	
061-09-11	Trenching for electrical lines to Main House and box	Roy	12-30-11	OBE	lines will remain on poles
059-07-11	Research and set up Pay Pal account for new website	Karen	10-30-11	CTD	Will enable Nicole to set up buttons on website
063-01-12	Get quotes for letterhead stationary and envelopes	Nicole	02-15-12	CTD	Needed for all Chairs
067-02-12	Three estimates for well redevelopment, pressure tank, and lines	Roy	03-31-12	CTD	Well is viable for the present needs
068-03-12	Three estimates for completion of well development, pump, pressure tank, and lines	Roy	03-31-12	CTD	There is water for the garden and a timer to turn on and shut off

#### **GFPS Financial Report – June 2012**

Savings (restoration, matching funds) balance: \$20,990.64 Checking (operational/maintenance) balance: \$2,427.89

Strawberry Festival summary:

Sales:

8 hydrangeas @ \$10 each 2 family memberships @ \$35 each 3 ladies shirts @ \$21 each 1 book @ \$16 \$41 in donations \$6 in donations for Alden's shed project

Raffle summary to date:

StrawFest sales: 219 Other sales: 112

There should be 169 outstanding tickets. I only have one ticket left in my possession to sell – Barbara has none, so the remaining tickets are in the hands of those who took the tickets to sell. We need to collect these outstanding unsold tickets before the joust so that those working the booth that day will have tickets to sell!

#### **GFPS** Taxes:

Barbara was able to connect with an accountant who is willing to review the GFPS books twice a year and prepare the Federal and Maryland Personal Property tax returns. I will schedule a meeting with the accountant as soon as possible to review the books.

### MEMBERSHIP COMMITTEE REPORT

June 20, 2012 Submitted by Becky Benner (June 17, 2012)

#### MEMBER TOTALS

The totals to date (June 17, 2012) include:

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

#### **Residents**

```
Resident Individuals = 15
Resident Household = 63
Includes
0 renewals
0 new individual members
3 new household members
Total = 78 resident members
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#### **Non-Residents**

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Non-resident Individual = 8
Non-resident Household = 18
Includes
0 renewals
0 new individual member
1 new household members
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Total = 26 non-resident members

#### **Grand Total**

104 overall memberships

#### ACCOMPLISHED

• Compared original Forms with database listings

Forwarded changes to Communications Chair (new spreadsheet with all information contained on original Membership Forms

• Forwarded new members' data to Communications Chair, Secretary, and President

#### TO DO ITEMS

- Request complete Membership Forms from:
  - o Christy Folderauer (Barbara said she may still have)
  - o Linda and Greg Young

#### **Communications Chair Committee Report June 2012**

#### **Accomplishments**

- Started the redesign of the website on 6/6
- Stared adding content collected from Society Member Emails to the blog
- Continued to add pictures and content the facebook page, and group
- Sent out two small email announcements from the President to the members via Vertical Response
  - Eagle Scout Email
  - House Painting Prep
- Installed tracking software on the site. There is not enough data to give a report, but from 6/6 to 6/14 the site had been visited 80 times by 61 individual people.

#### **Planned activities or undertakings**

- 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 "polish" the website to a completed state (30 days)
- Continue to add content submitted from other Goshen Members to the Blog and Social Media
- Continue to send out announcements and emails as needed.
- Merge the Sharing Garden's Blog to the Goshen Website (goshenfarm.org/sharinggarden)
- Convert the Sharing Garden Facebook Page to the official Goshen Farm facebook page (toward the end of the summer)
- Create a section on the site to show copies of the meeting minutes for all visitors to see
- To create "Lists" within Vertical Response that are more usable and contain more member detail

#### **Efforts requiring Board approval**

None at this time

#### **Future concerns or needs**

- As per last meeting the Goshen Farm business plan and a copy of the grant have been submitted to Lisa Jacobs. Lisa has been wrapping up her school year at AACC and has been out of town for the past

several days. I am expecting to hear from her shortly concerning her ideas and hopefully planning a meeting between herself and the GFPS Board.

- As of 5/1/12 the Vertical Response newsletter list contained the email addresses of 88 members. 10 member's with email address have come back as being in error or not valid. Here is a list of the email addresses and member names to be updated by the Membership Chair.
- 1. pfeldt@comcast.net Patty Feldt/Karen Boyle
- 2. owidansa@yahoo.com Kristen Kissik/Adrian Dow
- 3. jimmccrea@comcast.com Mary Ellen & Jim McCrea (most likely .net not .com)
- 4. dolphin.nuc@att.net Bridget Avila
- 5. criskysldy@verizon.net Carol & Carl Hedges
- 6. jazzy061@comcast.net Kenne & John Lynch Miller
- 7. cebrownlee@comcast.com Courtney & Matthew Brownlee (most likely .net not .com)
- 8. carlson-thies@verizon.net Christine & Stanley Carlson-Thies
- 9. bkfriedmans@comcasr.net Kristin & Brad Friedman (most likely spelling error "comcasr")
- 10. tracy-millwardbourne@yahoo.com Tracy M. Bourne

#### Goshen Farm Sharing Garden Notes June 2012

I would like to propose 2 ideas for events at the Goshen Farm property. I believe these events will raise even more positive awareness, create buzz in the community and offer more unique events by the organization. All money will go toward capital campaign after costs are covered. Below are the details that are currently known.

FRIDAY MOVIE NIGHT: A fundraiser event to be held every friday night during the summer. Open only to members who will be verified upon entry to driveway by name on list. \$5 per car/family. They will bring their own chairs or blankets. A large white projector screen will be created and put up just before guest arrival. The use of a projector and speakers will be donated. The only cost is movie rental if needed. Traffic will be managed at the arrival and departure times. Location of sitting and parking have not yet been determined.

HARVEST PARTY: A fundraiser event to be held at the end of the growing season of the garden. Food will be from fruit and vegetables grown at the garden. An evening to celebrate and allow members to meet and mingle with the Board members. There are a few scenarios in consideration.

Scenario 1: At the farm with tents and tables (3 10x20 tents and 4 4x6 tables). Dates the tents will be available for use are 9/1, 9/8, 9/15, 10/6. Guests will bring their own chair or blanket. Joint event with a Open House earlier in the day to make best use of port-a-john, insurance rider. Food will be a variety of pot luck brought by attendants and/or large batch of spaghetti sauce. To do the spaghetti sauce we will need a caterer to make the sauce and donations of bread and pasta. The sauce ingredients will come from the garden as will salad. Donations from Trader Joes, Wegmans, Whole Food, Panera and others will be solicited once a date and place have been determined. If available we would like to provide seating with chairs and tables. We will need cutlery, cups, plates, napkins, beverages, port-a-pot. Pricing of entrance to event determined at a later date.

Scenario 2: At the CSC Club house on a Friday evening. Food will be a variety of pot luck brought by attendants and/or large batch of spaghetti sauce. To do the spaghetti sauce we will need a caterer to make the sauce and donations of bread and pasta. The sauce ingredients will come from the garden as will salad. Donations from Trader Joes, Wegmans, Whole Food, Panera and others will be solicited once a date and place have been determined. Facilities, chairs, tables are provided. We will need cutlery, cups, plates, napkins, and beverages. Pricing of entrance to event determined at a later date.

Scenario 3: At the CSC Elementary School. A joint fundraiser with the PTO in the cafeteria. They have the supplies and the location, we will split the proceeds. Food will be a variety of pot luck brought by attendants and/or large batch of spaghetti sauce. To do the spaghetti sauce we will need a caterer to make the sauce and donations of bread and pasta. The sauce ingredients will come from the garden as will salad. Donations from Trader Joes, Wegmans, Whole Food, Panera and others will be solicited once a date and place have been determined. Facilities, chairs, tables are provided. We will need cutlery, cups, plates, napkins, and beverages. Pricing of entrance to event determined at a later date. New Administration is coming to the school this year so this might not work this year.

#### Other News

2 new people have rented plots at the garden. Lona Truelove and Brandy Livezey.

A suspicious person was noted visiting the garden. The following is a description from a fellow gardener....

"The other day a man approached my husband and me while we were in the garden. It was Saturday morning and he shows up in a suit. He started off by asking about available plots "for his children". After I explained the situation re the garden he then said that his daughter was having her 13th birthday and he did not have the money for a gift. He asked if he could pick the flowers around the grounds. I am sure that he was waiting for us to offer him money-which we did not. By that time my "BS" meter was on high. I mentioned this to the 2 gals renting plot #51 and they said that he also came around when they were there. The day that I saw him, he drove his silver mini van up the road. The girls couldn't recall if he walked or drove up. I'm not sure what this guy's intentions are, but I am on alert. I guess I am skeptical because this afternoon (his daughter's b day) I saw him leaving the Bay Hill liquor store with a brown bag. I think that everyone should be alert and should we be locking the gate after we enter the grounds?" An email was sent to plot renters encouraging them to visit the garden with others and always carry their cell phone with you, pulling the gate shut after entering, get a good physical description of him and note his car make and model and license plate number. Never hesitate to call the police.

#### **GROUNDS COMMITTEE REPORT**

June 20, 2012 Submitted by Roy Benner, Chairman, 06/17/2012 to Barbara/Karen

#### **Accomplished tasks:**

- 1. Developed a list of needed projects that Sharing Garden renters may do towards their "Hours of Service.," and posted it in the Garden Shed. Suggestions for other projects (things that need to be done) are welcome; please forward to me so I can list them and post them.
- 2. Cut all grass two complete times since last meeting.
- 3. Installed the GFPS libility signs at the four designated areas. However, the one sign posted on a tree towards Walnut Ridge has received baseball type damage. I have straightened it out some and plan to raise it up in the tree higher.
- 4. Dug a small area for a "Butterfly Garden, near current parking area. Have not planted any bushes including: butterfly bushes etc. Brownies and Linda Droneburg are planning to plant the plants some time during the week of June 18<sup>th</sup>.
- 5. Constructed a small window box planter and mounted it on an old window frame. Mounted it on the Sharing Garden Fence.
- 6. Corrected the "Goshen Farm Walking Paths" map along with Ben Reynolds. Gave it to John Maggio for incorporation in the website along with the "Goshen Farm Walking Guide" already posted.
- 7. A new combination lock was welded on the Main Gate along with some chain modifications. Welding performed by Randy Lester as a donation to the GFPS.
- 8. Drafted a letter to Matt Meyers of Hilltop Drive, thanking him and his dad for cutting much of the lower field over these years. We currently seem to alternately cut the grass in this area. Matt one week and I the next cutting. Matt is the model airplane builder/flyer, and is currently a mechanical engineering student at AACC.
- 9. BGE Lock installed on the Farm House gate. The BGE Meter Reader can get in and read the electric meter.
- 10. Purchased lumber and supplies for most of the soffit, fascia, and porch(s) repairs.
- 11. Started on the front porch repairs with Ben Biondi on Wednesday (6/13/12). Removed all the old and rotten soffit, fascia, two feet of roof shingles, and the plywood sheathing. Started adding new replacement roof trusses beside the rotten ones. Completed about one-half of this rafter work. Thanks Ben for your good and very helpful assistance.
- 12. Thursday, (6/14) I completed the rafter 'sistering' to all the old roof trusses. Added new soffit, blocking, and new fascia
- 13. Friday, (6/15) I worked on furthering this task.
- 14. Saturday, Sharing Garden Picnic for about 30 of our gardeners and friends. A good time was had by all.
- 15. Sunday, hope to complete all the work on the porch roof, soffit, fascia, and trim, to bring the front porch back to a new life. The roof will be covered with roofing felt (tar paper) for temporary cover until the proper roofing can be completed maybe in a July/August period.
- 16. Gardeners are working for GFPS in various tasks at helping bring the property back to health and pleasant appearance.
- 17. Some examples include Sharing Garden members GFPS work include:
  - a. Janet Spain taking one full pickup truck-load of roofing/soffit debris to the dump on 6/16/12.
  - b. Tony Miller and children (Joe, Sam, and Abby) cleaned the grape arbor of many weeds, weeded along the Sharing Garden fence, and worked on removing some of the vines on the Farm House chain link fence.

#### **Needs Accomplishing:**

#### 1. Short Term:

- a. Preparing the building for painting. June 30th and July 1<sup>st</sup> building preparation prior to scraping vines from stucco, nailing soffit, nailing fascia, caulking all, repairing cracks in stucco etc. prior to painting and roofing.
- b. Cut the growing grass.
- c. Assist the "Building Committee Task" in providing some general guidance on steps needed to be taken prior to roof repairs and painting.

#### 2. 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 southwest end of the Sharing Garden. Both should be removed for safety reasons.
- b. Smaller Tree of Heaven stumps in the front and north side areas of the Farm House yard continue to be removed from the lawn area as encountered.
- 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, paths, perennial garden maintenance, and areas of use).

#### **Needs Approval**:

Working on Draft of Matthew Blacik Letter of "Not Welcome on the Goshen Farm Property." I will submit to board prior to meeting..

#### **New Business:**

- 1. We need to allocate monies or get a volunteer to transcribe the numerous taped recordings of the History, Land Records, Etc..
- 2. Dumpster News Pricing report will be submitted maybe at board meeting. Not high on priorty since Janet Spain used her pickup truck to haul roof debris to dump. Thanks, Janet!!

## PROPOSAL FOR CHANGES TO MONTHLY MEETINGS AND COMMUNICATIONS Submitted by Karen Bailey

January – abbreviated board meeting followed by annual membership meeting

February – closed board meeting

March – closed board meeting

April – abbreviated board meeting followed by membership meeting

May – closed board meeting

June – closed board meeting

July - abbreviated board meeting followed by membership meeting

August - closed board meeting

September – closed board meeting

October - abbreviated board meeting followed by membership meeting

November – closed board meeting

December -closed board meeting

**Before each board meeting**, Communications Chair sends out the agenda, last month's minutes, and committee and officers reports to the board and the committee chairs, including the financial reports.

After each board meeting, Communications Chair sends out a notice that the meeting took place and that the minutes and reports (minus the financials) are posted on the web site. This goes out to ALL MEMBERS, who are encouraged to go to the web site to read the minutes and reports.

Members who are interested in getting involved should be encouraged to contact the committee chairs, NOT the board. At this point, the board has become a guidance and approval entity and NOT an action entity for events. When the email goes out after the meeting, it should encourage members interested in getting involved to contact the committee chairs, or the board if they don't know who the committee chair is or don't know where there idea should be assigned/addressed.

**Before each member/board combo meeting**, Communications Chair sends out an e-blast saying that a general meeting will occur. Members are invited to attend. The agenda is sent to them, but committee reports go only to the board. When the meeting occurs, each officer/committee provides a brief overview of their status, projects that are being worked, needs that members could help with, etc. This should adhere to a strict time limit per report, because after that, we should open the floor to the members in attendance who may have questions or suggestions. If no members attend or only a few attend, then we can revert back to a monthly board meeting format and still have time to take questions from attending members AT THE END of the meeting – NOT DURING the official board meeting part.

#### Options:

Have 12 board meetings that are closed to the membership, and schedule two to four membership meetings throughout the year (quarterly perhaps) to follow the format described in the above paragraph. Encourage members interested in helping or getting involved to contact the committee chairs.