

Goshen Farm Preservation Society

Meeting Agenda

Called by:	Board	Type of Meeting:	Monthly Membership
Facilitator:	Pres. Barbara Morgan	Recorder:	
Date:	Wednesday, July 17, 2013	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 June Minutes
3. Review of Actions – see June Minutes for comprehensive list
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): report as submitted
 - c. Membership (Becky): report as submitted
 - d. Communications (John): report as submitted
 - e. Sharing Garden (Nicole) report not submitted
 - f. Grounds (Roy): report as submitted
 - g. Events/Fundraising (Karen): report as submitted
 - h. Oral History/Research(Scott-Patty): report as submitted
 - i. Caper Article: sent
 - j. Special Projects:
2. On-going Business:
 - i. Tiered Friends-Need to narrow this down- bring your thoughts/changes to the meeting
 - ii. Tree quotes
 - b. From the Floor-
3. New Business:
 - a. Meeting with the state
 - b. New actions to add to the list
 - c. From the floor
4. Meeting is adjourned

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GFPS Financial Report – June, 2013 (*June 16-July 12*)

Account Summary:

Savings (restoration, matching funds)	\$39,159.47
Checking (operational/maintenance)	971.56

Income Summary: \$525.00

<i>4th of July</i>	<u>\$250.00</u>	<i>Additional</i>	<u>\$275.00</u>
Memberships			
Individual Memberships (1 CSC; 0 Other)	20.00	(0 CSC; 0 Other)	0
Drinks (25)	25.00		
Kayak Raffle (41)	205.00 (55)		275.00

Expense Summary: \$251.86

Facilities & Equipment	197.96 (<i>security locks</i>)
Grounds	24.00 (<i>fuel</i>)
Operational	18.40 (<i>stamps</i>)
Utilities	11.50 (<i>electric</i>)

Transferred to Savings from Checking

Raffle Tickets sold via Square 60.00 (*Strawberry Festival*)

Taxes

Semi-Annual Sales & Use Tax \$77.71 (due July 20)

Building Committee Report – July 2013

Accomplishments:

- Building permit number has been issued. A reduced permit fee has been requested; response pending.
- A \$1200 donation/credit has been given to us by the local 84 Lumber Company. We will use these funds to purchase the materials needed to enclose the front porch, which is the first task before we can begin interior clean up.
- Mike and Ryan Maggio have completed the Lead Paint Supervisor Class which will allow both to train other clean up staff.
- Construction of the two initial replica windows is underway; the first window will be donated by Mike and Cindi Maggio and the second will come out of the building fund.

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 the end of July.

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- Training of cleanup crew is expected to begin in early to mid-August.
- Temporary enclosure of the front porch in order to create a working and storage area for the cleanup work. This activity is expected to begin in late July/early August.
- Distribution International has agreed to become a top level corporate sponsor after the Society purchases the initial lead clean up package (approx. \$10,000), once the porch is enclosed. The cost of these supplies has been reduced by approximately \$1500.
- Lead and mold testing of interior of main building. Target date for this activity is mid to late August.
- 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.
- Relocation of donated windows currently in room 1D (1850s addition, first floor) to the cottage for storage. By mid-August.
- General cleanup of room 1D in preparation for commencement of interior work. By mid-August.
- Follow up on Home Depot donation request sent to Atlanta in early March and additional submission of invoices from MJM for activities and expenditures in March, April, May and June.
- Creation of an official Building Use Plan that will document the decisions of the Board regarding the use of rooms in the main house, caretakers cottage, milk house and servants house. Draft date to be decided.

Efforts Requiring Board Approval:

- Nothing at this time.

Future Concerns or Needs:

- Nothing at this time.

MEMBERSHIP COMMITTEE REPORT

July 17, 2013

Submitted by Becky Benner
(July 13, 2013)

MEMBER TOTALS for 2013

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

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Residents

Resident Individuals = 22

Resident Households = 62

Corporate = 5

Includes

1 new Individual member

0 renewal Individual members

0 new Household members

0 renewal Household members

0 new Corporate members

Total = 89 resident members

Non-Residents

Non-resident Individuals = 23

Non-resident Households = 20

Corporate = 6

Includes

0 new Individual members

0 renewal Individual members

0 new Household members

0 renewal Household members

0 new Corporate members

Total = 49 non-resident members

2013 Total = 138 overall memberships

ACCOMPLISHED

- Acknowledgement letters to renewals and/or new members
- Update membership database as receive renewals and/or new membership forms
- Corporate sponsors' membership year terminates one year from date of donation, based on discussion during Board meeting.

TO DO ITEMS

- Continue discussion of member-tiered Friends of Goshen Farm based on proposal generated by Lou Biondi (VP).

NOTE

- July 2012 = 106 overall memberships; July 2013 = 138 overall memberships
- June 2012 = 104 overall memberships; June 2013 = 137 overall memberships
- May 2012 = 100 overall memberships; May 2013 = 134 overall memberships
- 2013 Treasurer's goal = 128 overall memberships

Communications Chair Committee Report 6/16/13 - 7/14/13

Accomplishments

Update - Wordpress Software

Update - U-Design Software

Website - Installed Network for Good Button

Website - Installed Responsive Mobile Version

Website - Uploaded Business Plan

Email - Updated Member Database

Website - Added Delmarva Financial to Sponsors

Website - Implemented edits provided by Becky

Traffic Report

Jan 2013 - 296

Feb 2013 - 219

Mar 2013 - 300

Apr 2013 - 394

May 2013 - 256

June 2013 - 151

Planned activities or undertakings

Ongoing: Working with Nicole to push out Spaghetti Dinner info as well as the ability for online ticket purchases

Ongoing: Working with Barbara to push out Kayak info to Media. Nicole provided a large list of media contacts

Ongoing: Working with Smitty on Corp Sponsor list update

Ongoing: Working with Members on a Time Line of the Goshen Farm for the website

Ongoing: Working with Barbara on reformatting the website

Ongoing: Membership Sign Up (name, address, phone, and emails have been added to vertical response based on R. Benner's latest database update)

Sharing Garden Report here.....

Grounds Committee Report

July 17, 2013 Submitted by Roy Benner, Chairman 7/12/13 to Barbara Morgan

Accomplished:

1. Grass cut twice this period.
2. Two Knox Locks were received but would not fit through the metal loop of the driveway's swinging gate.
3. Randy Lester (welder) was contacted to cut off the old loop, make, and installed a new loop which was graciously installed Tuesday July 9th. I sent a personal thank you letter from GFPS acknowledging his donation to the Society.
4. Obtaining three estimates (tried to get four but the company did not respond on two occasions) for tree work at the Farm House property. I prepared a written list of possible work to be performed but asked for their professional opinions, which was represented in their estimates.

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5. Estimates included Davey Tree, which was the most expensive – (written estimate); Sawyer’s Trees Service, Inc., was the second most reasonable (verbal estimate); and Richard’s Tree Care was the lowest bid for this work (written estimate of \$1650.00). See “Need Approval” below. Estimates are attached for the Board Members only.
6. Becky and I spent several hours cutting back vines and small trees along the driveway.
7. A load of fill dirt was delivered to the lower field for use in filling various holes on the lawn area of the Goshen Farm property.
8. Becky and I hauled three pickup loads of this dirt to fill in a large hole on the exterior southeast corner of the Sharing Garden. This hole needed to be filled to allow tree trimming trucks access to a tree listed for removal, if approved.
9. Contacted the CSC Fire Department to request installation of the new Knox Locks on the driveway gate and on the Farm House gate.
10. Met with Terry Brandon, Peter Stone, and Becky Benner to begin outlining objectives of the Goshen Farm Grounds Master Use Plan for the grounds (trees, open areas, parking, paths, perennial gardens, Sharing Garden, other areas of use, and maintenance of the foregoing). Our initial meeting was held at the Farm on June 20th. A beginning draft outline was forwarded to these people for initial comments and suggestions on July 2.
11. Meet with Scott Powers, Bob and Alice Robeson, and Becky Benner to begin developing an approach to reporting the Goshen Farm History, at Scott’s house on June 27th. An initial concept was decided on how to present Scott’s research. It was decided the first order of business was to present a timeline of property owners and a brief history of each. This will be presented for use on our website.

Needs Accomplishing:

1. Short Term:
 - a. Remove two downed cherry trees in the lower field that fell as a result of the “Derecho” on June 29th.
 - b. Fill in existing holes in lower field with newly delivered fill dirt.
2. Continue working on a Goshen Farm Master Grounds Use Plan for the 22-acre property.
3. Long Term:
 - a. Large tree near the Servant’s Quarter’s, Site #8, should be removed. (If it falls, the roots will destroy the Servant’s Quarters). Removal also of another large vine-covered tree located to the southwest side of the Sharing Garden. Both should be removed for safety reasons.
 - b. Construct a brick patio for sitting within the entrance of the Sharing Garden. Bricks are being gathered.
 - c. Develop a plan to attack and control rampant growth of vines (invasives) that strangle growing trees.
 - d. Use goats to clear three small areas of rampant vines.

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- i. The following areas considered for possible ‘goat’ clearing of the undergrowth:
 1. Area around the 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: Approval of the low bid Tree Cutting and Removal Estimate.

New Business: None suggested at this time.

EVENT COMMITTEE REPORT – JULY 2013

Raffle:

- Deferring to Rhonda for current sales count.
- Please turn tickets and cash in to Rhonda when you have sold your tickets.

4th of July:

- Deferring to Biondis for report on raffle ticket sales at this event.

Fall Open House:

- Saturday, September 14, 1 to 4 PM.
- Will need to secure the port-a-pot unless there’s one on site for the construction.

Fall Harvest Dinner:

- Nicole to coordinate – date is Saturday, September 21, at Gloria Dei.

Wine Pairing:

- ???

Fall Fundraiser:

- Date is Saturday, October 26

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- Have secured Dave (DJ from last year) for music
- Waiting to hear back from Chris Battista about combining with his event (emailed followup 7/12/13)
- **Need to discuss theme, food options**
- **Need to start working on silent auction donors and sponsors no later than July 15!**

History Report

June 27th, Scott Powers. Alice and Bob Robeson, Roy, and I met for an evening's discussion of Scott's historical research and findings related to the property now known as the Goshen Farm.

Scott has approximately 20 folders related to the numerous owners of the Farm. During the evening -- filled with Scott's reminiscence and glimpses into the many facts and stories of the land, the neighbors, the families, etc. -- it was determined that there are two immediate needs:

1. post the historic material on the GFPS website
2. gather, edit, and produce Scott's current material (and future researches) in a comprehensive and consistent form that would be available to all interested individuals and other organizations at the GFPS Library, when is established.

The consensus that evening was to post a "timeline" of the land and its owners on the GFPS website. The timeline could be posted under the current "About Goshen Farm" tab and be named "The Goshen Farm History Timeline" or something similar.

Scott noted he had images of many of the landowners. Alice suggested that where possible, a drawing, photo, or illustration would be connected to the year that particular landowner took possession. For example, a photo of the Radoffs would be attached to the year 1941/42 indicating their purchase of the Goshen Farm acreage.

Additional dates/happenings could be added in the timeline that are pertinent to the Farm House's or property's history. An additional suggestion was to include major world events occurring that may aid in understanding local, national, and world history. For example, The USA entered WWII in 1941, as a result, the Radoff's could not obtain electricity until 1946.

Further, a "snapshot description" (a brief biography) of the individual(s) could also be attached to the drawing, photo, or illustration. This particular activity would eventually be added, once the main endeavor was accomplished.

I volunteered to contact you and determine how the material should be transferred to you.

Questions regarding the transfer for ease of posting on the website include, but are not limited to:

1. format for posting to the website
2. timeline appearance on website
 - horizontal
 - vertical
3. images (drawings, photos, illustrations) transferred

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4. "snapshot" format
5. future additions to timeline

Reviewing the above, I guess there should be an editing person to ensure that the material on the website is accurate and is congruent with other material appearance on the GFPS website.

Scott noted that he will not be able to dedicate a great deal of time until September (when school is back in session), but he hopes to share the mass of information related to the Goshen Farm that he has gathered with the GFPS members.

So, we five are ready to establish working procedures