

Goshen Farm Preservation Society

Meeting Agenda

Called by:	Board	Type of Meeting:	Monthly Membership
Facilitator:	Pres. Barbara Morgan	Recorder:	
Date:	Wednesday, Aug 21, 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 July Minutes
3. Review of Actions – see July Minutes for comprehensive list
4. 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 & Maintenance (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: ideas??
 - j. Special Projects:
5. On-going Business:
 - i. Tiered Friends-Need to narrow this down- Board- See attached updated copy
 - ii. Renewing- Bulk postage
 - b. From the Floor-
6. New Business:
 - a. New actions to add to the list
 - b. Meeting w/ Soil Conservationist
 - c. From the floor
7. Presentation by Joe Lamp
8. Meeting is adjourned

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GFPS Financial Report – August, 2013 (July 13 – August 19)

Account Summary:

Savings (restoration, matching funds)	\$30,878.74
Checking (operational/maintenance)	2,877.33

Income Summary: \$695.00

Memberships

Individual Memberships (1 CSC; 1 Other)	40.00	
Kayak Raffle (27)	135.00	
Individual Donation	<u>20.00</u>	195.00

In-Kind Donation:

Annapolis Accounting Services	<u>500.00</u>
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Expense Summary: \$606.35

Operational	93.46 (<i>office supplies</i>)
	500.00 (<i>accounting fees</i>)
Utilities	<u>12.89</u> (<i>electric</i>)

Main House Expenses: \$6465

Grant package	650.00
Building Permit	350.00
Lead Paint Training	2,400.00
EPA Fees	365.00
Plumbing Consult	650.00
Historic Window Research & Travel	650.00
Historic Window Down payment	450.00
Draw on Porch Framing	<u>650.00</u>

Transferred to Checking from Savings

Raffle Ticket Sales	\$1745
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- a. **Taxes**
- b. Paid Semi-Annual Sales & Use Tax \$90.73

Building Committee Report – August 2013

Accomplishments:

- Building permit number has been issued and hardcopy documentation received. No fee was applied by the county.
- Payment coordinated, approved and made to MJM for services rendered in March, April, May and June.

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- Construction of the two initial replica windows is on-going.

Planned Activities and Undertakings:

- Acquisition Activities
 - 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 August.
 - Acquisition of equipment and consumable resources. Some equipment will be supplied by MJM Construction & Repair LLC, to be determined.
 - Acquisition of construction dumpster. By late to early September.
 - Acquisition of construction/general use port-o-potty. By late August.
 - Acquisition of security/trail cameras for use around the exterior of the main house.

- Logistical Activities
 - Posting of building permit. By late August.
 - Lead and mold testing of interior of main building. Target date for this activity is early September.
 - Relocation of donated windows currently in room 1D (1850s addition, first floor) to the cottage for storage. By late-August.
 - General cleanup of room 1D in preparation for commencement of interior work. By late-August.

- Construction Activities
 - 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 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.
 - Replace door on cottage to allow for better access for storage of materials.

- Coordination Activities
 - Training of cleanup crew is expected to begin in early to early September.

- Documentation Activities
 - Provide AACPS update information to GFPS President for inclusion in mid-year report. By late August.
 - Creation of a donation/material acquisition spreadsheet for use to track building committee expenditures in conjunction with treasurer reports. By early September.
 - 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.
 - 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.

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Efforts Requiring Board Approval:

- Approval of port-a-potty, dumpster and security camera acquisition.

Future Concerns or Needs:

- Nothing at this time.

MEMBERSHIP COMMITTEE REPORT

August 21, 2013

Submitted by Becky Benner
(August 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 = 23

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 = 90 resident members

Non-Residents

Non-resident Individuals = 24

Non-resident Households = 20

Corporate = 7

Includes

1 new Individual member

0 renewal Individual members

0 new Household members

0 renewal Household members

1 new Corporate member

Total = 51 non-resident members

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2013 Total = 141 overall memberships

ACCOMPLISHED

- Acknowledgement letters to renewals and/or new members
- Update membership database as receive new/renewals membership forms

TO DO ITEMS

- Continue discussion of member-tiered Friends of Goshen Farm based on input provided by Board members.
- Provide example for “Contact Information” and for “Email Addresses” to be incorporated into New/Renewal Membership Forms for distribution and for website.
- Continue working on membership packet for mailing to new/renewed members and for website download.

NOTE

- August 2012 = 108 overall memberships; August 2013 = 141 memberships
- July 2012 = 106 overall memberships; July 2013 = 138 overall memberships
- June 2012 = 104 overall memberships; June 2013 = 137 overall memberships

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

Accomplishments

Email - Minutes

Email - Driveway

Website - Added Email Fwd and Double Checked Existing

communications@goshenfarm.org to maggiowebdesign@gmail.com

gardenchair@goshenfarm.org to getdirtyeatfresh@gmail.com

grounds@goshenfarm.org to rebenner5@verizon.net

membership@goshenfarm.org to rbbenner15@yahoo.com

president@goshenfarm.org to goshenfarm1783@gmail.com

secretary@goshenfarm.org to smittybiondi@verizon.net

treasurer@goshenfarm.org to titus05@speakeasy.net

vicepresident@goshenfarm.org to loughbiondi@verizon.net

Website - Annapolis Exteriors Logo

Website - added Spaghetti Dinner Post, Slider, and Paypal

Email - Spaghetti Dinner

Traffic Report

Jan 2013 - 296

Feb 2013 - 219

Mar 2013 - 300

Apr 2013 - 394

May 2013 - 256

June 2013 - 151

July 2013 - 237

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Planned activities or undertakings

Ongoing: Working with Nicole to promote Spaghetti Dinner. Tickets may be purchased online

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

Ongoing: Update Corp Sponsor List

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

Ongoing: Working with Barbara on reformatting the website

Ongoing: I have secured software that will make it possible to have a the entire membership sign up online with payment via payal.

Garden meeting notes:

Donations for harvest dinner secured from:

Outback steak house

Grauls

Trader Joes

Sams Club

Actions taken:

harvest dinner publicized to publications, facebook and members

note put out to pick over ripe produce

note to pull weeds

tickets for harvest dinner ordered and received

flyer for harvest dinner made and printed

No new business

Grounds Committee Report

August 21, 2013 Submitted by Roy Benner, Chairman 8/18/13 to Barbara Morgan

Accomplished:

1. The grass required cutting three times since my last report, due to the rainy summer.
2. I am pleased to report that Richard's Tree Care donated one four-man crew for an entire day, not only trimmed the large branches hanging over the Farm House, but trimmed the trees like they were in their own back yards. Several of the trees close to the Farm House required cables to help protect the House from any future branch damage. All the trees around the house were "lightened up" - removing many dangerous hollow branches. All this wood was chipped resulting in two truckloads of wood chips for future use at the Farm. The large cherry tree, impacting the Servant's Quarters, was cut down, sparing the structure from destruction. This tree, over the years, had grown into and was part of the wall of this small building. Another very large, vine-covered poplar tree was taken down southwest of the Sharing Garden. Lastly, many tree stumps were ground down eliminating grass mowing

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problems. No invoice has yet been received for this work. Thank you Richard's for this great donation!

3. Many weeds, vines, and saplings were cut down just outside the Sharing Garden's west fence. Another large area of twisted vines was cut down on the northwest corner of the pond. The plan at the pond is to remove all the vines and twisted Tree of Heaven trees on the northern half of the pond. This will eventually result in a grassed area surrounding the pond as seen on early photographs on the website.
4. Vines encroaching the driveway were cut back to keep the driveway free from overhanging vines, roses, and poison ivy. The deer do not seem to mind eating this vegetation along the driveway.
5. Bill Debaugh kindly re-graded our driveway after last month's hard downpours. He did not add any additional aggregate to the roadway. No invoice for this donation work has yet been received. Thank you, Bill.
6. For the GFPS Grounds Master Use Plan (GMUP), the Anne Arundel Soil Conservation District (AASCD) was again contacted, discussion of services that could be provided to Goshen Farm, and initial agreement documents were signed allowing Goshen Farm to become a "Cooperator." This agreement will allow a Soil Conservation and Water Quality Plan to be developed for the property. This plan is often referred to as a "Farm Plan" and is a great tool for wise planning of our land's resources. (NOTE: I worked for the Soil Conservation Service/District in the late 60's mapping soils in Kingston, New York.)
7. Met with David Scheler, a conservation planner with the AASCD to make an initial familiarization walk of the the land as a first step in the Conservation Planning effort. The Conservation Plan is a tool that helps land owners protect and enhance the natural resources that support a productive farming operation. Several items that will be addressed in the Conservation Plan are promoting productive soils, enhancing wildlife habit, natural screening, care for the forest resources, and pond design.
8. As part of our GMUP, a meeting with several agencies is scheduled for Monday, August 19, to investigate resources available to Goshen Farm from other agencies. The US Department of Agriculture's (USDA) Natural Resources Conservation Service (NRCS) can provide technical advice to local landowners through the AASCD. Ground Penetrating Radar will be available to the GFPS as a tool in our exploratory efforts. Additionally, an Equine Planner will also evaluate our land as part of our overall resource evaluation efforts. Older aerial photographs will become available of Goshen from 1952, 1963, and 1970 for evaluation of previous land use.
9. A new "bat house" was installed.
10. It was a busy but productive month for the Goshen Farm Grounds.

Needs Accomplishing: Hopefully, the AASCD will approve and accept the Goshen Farm (GFPS) as a "Cooperator" at their monthly meeting held on August 20th.

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1. Incorporate the USDA and the AASCD comments into the GFPS GMUP for the 22-acre property.
2. Long Term:
 - a. Develop a plan to attack and control rampant growth of vines (invasives) that strangle growing trees.
 - b. Use goats to clear three small areas of rampant vines.
 - 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: None suggested at this time.

New Business: None suggested at this time.

EVENT COMMITTEE REPORT – AUGUST 2013 (needs are in bold)

Raffle:

- The drawing will be held at the Harvest Dinner on September 21
- **Need all unsold tickets turned in to me by September 20**

Fall Open House:

- Saturday, September 14
- Flyers printed and ready for distribution
- Type of weather will determine the type of beverages to be offered
- **Need confirmation of availability of porta-potty ASAP!!! If not there for construction, need to order and pay for one ASAP**
- **Need volunteers to work event from start to finish - have confirmed Barb (full event); Mike B. (to set up and tear down video presentation); need others to commit**
- **Need refreshment donations (will purchase salty mix; need a plate or two of something sweet)**
- **Need Scout troops to assist with parking and trail**

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Fall Harvest Dinner:

- Nicole to coordinate – date is Saturday, September 21, at Gloria Dei.
- Flyers are printed and ready for distribution

Wine Pairing: ????

Fall Fundraiser:

- Saturday, October 26
 - Have secured Dave (DJ from last year) for music
 - Art Lewis is working on a menu of hors d'oeuvres and desserts within our budget
 - Smitty and Mike have prepared the letter for silent auction donors
 - Flyer is ready and tickets have been ordered
 - Solicited for sponsorships on Facebook and CSCPublic
 - **Need check for \$350 to send to DJ Dave to return with signed contract**
 - **Need to review and return song list and event timetable**
 - **Need to schedule a meeting of event volunteers to coordinate supply acquisition and event-day tasks (will need all board members present to support this event!)**
 - **Need to acquire liquor license (will need check for \$25 at September board meeting)**
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