

Goshen Farm Preservation Society
Meeting Minutes January 18,2012

Called by:	Barbara Morgan	Type of Meeting:	Annual Meeting
Facilitator:	Barbara Morgan	Recorder:	Sharon Biondi
Date:	January 18,2012	Time:	7:30 PM
Location:	Cox Room CSC Clubhouse		
BOD Attending:	Barbara Morgan, Stu Bailey, Karen Bailey, Sharon Biondi		
Chairman Attending:	Patti Feldt, Roy Benner, Becky Benner, Mike Buchet, Nicole Neboshynsky,		

President's Remarks: Barbara shared a Christmas card sent to GFPS from Lanni Rideout. She also summarized all the goals met and events carried out by GFPS in 2011.

- 1) Motion was made, seconded and approved to accept the minutes without changes. The heading will be corrected to reflect the correct date.
- 2) Committee Reports
 - a) Finances (Karen) – Savings Acct. – \$20,808.39, Checking Acct. - \$1,340.07. Total checking and Savings - \$22,146.46. (Financial Report as submitted)
 - b) Building/Maintenance (Jason) –
 - i) A building committee meeting will be held on Friday, January 20 with Barbara, Nick, Jason, and possibly Teresa Todd. Teresa is the architect that drew up three possible floor plans for remodeling the cottage. She visited the cottage last weekend and reported that the foundation may need to be redone. Her suggestion was to demolish the house and completely rebuild. This will be reviewed at Friday's meeting.
 - ii) BGE hooked up the electric.
 - iii) The gutting date for the main house is Saturday, February 18, with additional day, Sunday, February 19 if needed. We will be ripping out the “non” historic items, and then evaluating electric, plumbing, heating etc

from there. We will need a Dumpster. Barbara hopes to have Jane come up to the main house prior to the 18th to identify “non” historic items. Emails will go out announcing the dates.

- iv) Well pump needs to be brought back on line by replacing 4-inch pipe (top of casing).
- c) Membership (Becky) – We have 30 resident members for 2012 (6 individuals and 24 households, and 9 non-residents for 2012 (4 individuals and 5 households) for a total of 39 memberships. Becky also reported on ways to increase membership by placing tubes with applications in key locations on the property. Stu thought this was a great idea and will look at what projects the scouts should be assigned and what other volunteers would be assigned. He will develop a plan. The need for stationary with our letterhead and envelopes was discussed and Nicole volunteered to get a price quote. (See Membership Report.)
- d) Website (Nicole)- Website is moving along well. There was discussion on whether to include shipping cost for orders outside the Broadneck. The decision was to add \$5.00 to item cost. Karen set up the Pay Pal account.
- e) Members’ Garden-(Nicole)-
 - i) Member’s Garden Shower will be March 31st at the farm. More information to follow on this event.
 - ii) Nicole shared information about cost of a porta-pot near the garden. It was determined to be too costly at this time.
 - iii) Nicole brought up a MSDE curriculum program called “Growing Healthy Habits”. Mrs. Velozo, a first grade teacher at CSC Elementary is interested in integrating this into her curriculum and using an area of the garden. Nicole will write a single page proposal for this for the February meeting. (See Sharing Garden Committee Report.)
- f) Grounds – (Roy) –
 - i) Roy is looking into a combination lock for Goshen’s entrance gate. Barbara gave him the name of a member who is a locksmith and might donate or discount this lock. A motion was made, seconded, and approved for purchase of a combination lock as received in report not to exceed \$30.00.
 - ii) Roy also discussed cleaning the spring on the demolition day. Barb thought her son Jon and several others would do this and credit the time towards their Community Service hours. (See Grounds Committee Report.)
- g) Oral History (Patty-looking for a new Chair)- Patty met with Lanny Ridout and will meet with him a second time.
- h) Caper (Barb- Open Chair)- As no one has stepped up to take on writing the Caper article each month, it was decided that the BoD and Chairs would take turns doing this. Barb has already done February and Nicole will do March article about Garden Shower.
- i) History Research (Scott)- No report.
- j) Special Projects-

- i) Java & Jazz – Date set for March 25, 2012.
 - (1) Karen will do the flyer and Barb will ask Barbara Breeden to put flyers up.
 - (2) Karen has contacted Beth and they will discuss menu and cost.
 - (3) Karen will call Sam's (already completed paper request) for donations.
 - (4) Barbara and Karen will inventory food, drinks, books, and T-shirts. It was suggested we order woman style t-shirts for J&J.
 - (5) In addition to those present who volunteered to help, Barb will put out a request on e-mail, website , and Facebook.
 - (6) Karen agreed to do press releases for the event. It was also suggested that Stu call WPFW the week of the 13th.
- ii) Spring Raffle – A motion was made, seconded, and approved to raffle a kayak. Barb will contact Bass Pro.
- iii) Garden Shower – 3/31/2012- It was decided not to combine the Garden Shower with an Open House.
- iv) Grant Proposal
 - (1) A letter of Intent was sent for another (2nd) grant opportunity – this one is due in March. We have not heard from the volunteer, Kim, who agreed to respond to this request for proposal.

3) On-Going Business

- a) MD State Grant – We are still attempting to get Speaker Busch to extend our Bond Bill for one more year and have the language requiring an easement changed.
- b) We are still looking for an Event Planning Chair.
- c) We are still looking for an Oral History Chair.
- d) We are still looking for a Communications Chair.
- e) Corporate Sponsorship letter – We have had no responses from our Corporate Letter Campaign.
- f) Eagle Scout project- Alden has submitted his proposal to the BSA and is looking for funding sources
- g) Stu will bring a camera to the February meeting to take pictures of the BoD and Chairs for the ID cards.
- h) Creating a “Physical Use Plan” for the Main House is ongoing.
- i) From the Floor- When reviewing the revised by-laws, Sharon had a question about duties listed under “Secretary”. A motion was made, seconded, and approved to remove the duty, “keep a directory”. Also, Stu had a suggestion relating to Article VIII. A motion was made, seconded, and approved to strike the language regarding dealing with conflicts of interest and move this to GFPS Policy.

4) New Business

- a) Barbara reviewed the results of her meeting with the BOE with regards to amending our lease and granting us an easement for the Goshen property. The BOE refused to grant us an easement.
 - i) Without an easement we are ineligible for grants from the State of MD. Cathy Vitale has approached Delegate Busch and Senator Astle requesting an amendment to our grant that would not include an easement requirement. We have not heard back from Cathy regarding responses to this. We therefore will proceed with our goals as we have been doing without benefit of the matching grant monies. It was suggested by Sharon that we e-mail Delegate Busch and Senator Astle requesting the amendment **and** renewal of our grant.
 - ii) Mike Buchet inquired about adding the ability to complete an on-line application to our website when people join using Pay Pal. Nicole thought this is a possibility in the future.
 - iii) There was a discussion about where to best keep Dr. Radoff's book collection. No decision reached.
- 5) Meeting was adjourned at 10:15 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		
Cntrl #	Task	POC/ Lead	Due Date	Status	Comment
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
048-12-10	Make a list of corporations to target	All		CTD	
050-02-11	Renew Domain name	Barbara	03-15-13	working	
053-03-11	Research cost and possible donation of heat pump, HVAC SYSTEM	Jason	04-15-11	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	Barb	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
059-07-11	Research and set up Pay Pal account for new website	Karen	10-30-11	working	Will enable Nicole to set up buttons on website
060-09-11	Create ID cards for Board and Chairs with Tax and IRS numbers	Stu	12-30-11	Working	Make it easier to get donations of \$ and materials
061-09-11	Trenching for electrical lines to Main House and box	Roy	12-30-11	Working	
063-01-12	Get quotes for letterhead stationary and envelopes	Nicole	02-15-12	Working	Needed for all Chairs
064-01-12	Organize list of projects for BS projects/ Mmbr Projects	Stu	02-15-12	Working	Suggestions from Mmbrshp Comm. Chair
065-01-12	Dumpster for interior demolition	Barb	02-18-12	Working	Need to put junk from demo
066-01-12	Complete GFPS Taxes	Patty, Karen	03-31-12	Working	

Completed Actions

002-02-10	Update/create new Capital Campaign Letter	Barb/Karen	03-31-10	CTD	Target June	Gene Barnhart
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 Gallagher re: CSCIA Bd. Liaison	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 th	
007-02-10	Tax filing	Patty	Unknown	CDT	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	
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 bkgnd. 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	CDT	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