

Goshen Farm Preservation Society
Meeting Minutes August 10, 2011

Called by:	Barbara Morgan	Type of Meeting:	Board of Directors
Facilitator:	Barbara Morgan	Recorder:	Sharon Biondi
Date:	September 14, 2011	Time:	7:30 PM
Location:	Cox Room CSC Clubhouse		
BOD Attending:	Barbara Morgan, Karen Bailey, Sharon Biondi, Stu Bailey		
Members Attending:	Lou Biondi, Patti Feldt, Roy Benner, Becky Benner		

- 1) Motion was made, seconded and approved to accept the minutes with changes: 4)a. Strike "...we could sell at venues that did not have electricity available." And add..."there is no automatic monthly fee."
- 2) President's Remarks –Barbara thanked Roy and Becky Benner for all of the cutting, trimming, and general clearing done over the last several weeks. She also thanked everyone for the work done at the September 11th clean up.
- 3) Committee Reports
 - a) Finances (Karen) – Savings Acct. – \$14,7222.63 Checking Acct. - \$1,342.77 Total Checking and Savings - \$16,065.40 (See attached Financial Report). The purchase of a riding mower in September for \$1000.00 was the big outlay but given the cost of paying to have the mowing done it was decided by the board that this was a worthwhile purchase.
 - b) Building/Maintenance (Paul/Jason) –
 - i) Jason is continuing to work through permitting issues with Greg Stewart, the BOE Civil Engineer. Issues related to property classification of commercial versus noncommercial and future uses of the Caretaker cottage need to be solved. Barbara reported that she has not heard back from Greg Stewart since her last communication. It was suggested that she keep records of all communication with the BOE as it appears that they are back into obstructionist mode. This may need to be discussed and documentation provided if GFPS must appear before the BOE Lay Board to give a yearly report on progress. It was also suggested that Barbara cc the president of the lay board with each communication with Greg. (See attached Building Committee Report.)
 - ii) Barbara will also communicate with Jason to have a meeting with his committee to discuss the well, septic and electricity.
 - iii) Nicole is meeting with BGE on September 16th to discuss reconnecting electricity to the main house and cottage.
 - c) Membership (Joan) – There are 66 memberships total, composed of Resident households – 38, Resident Individual – 9, Non-resident Household – 12, and Non Resident Individual – 6.

- d) Website (Karen)- Nicole continues to work on new website. She brought a rough draft of layout and shared with member for comments and editing. Karen will check to see that the Pay Pal account is set up so "buttons" can be added to the website.
- e) Oral History (Patty)- No report. Sharon offered to work with Patty to interview Lanni Rideout and Steve Derby in the next several months.
- f) Caper- (Barb)- September's article will be about the Halloween Ball.
- g) History Research (Scott)- No report
- h) Goshen Garden-(Nicole)- Nicole reported that the Block Party benefiting the garden on August 13, 2011 brought \$720.00 to GFPS. Karen will decide how to direct these funds. Roy presented a tentative measurement and layout of the designated garden area. (See the attached Garden Committee Report.)
- i) Grounds –Rob Corlette and Peter Stone have agreed to be on this committee.
- j) Special Projects-
 - (1) Open House-Saturday, September 17, 2011, 1PM to 4PM
 - (a) Volunteers- Barbara sent out an e-mail with a schedule for volunteer sign-up and discussed the list and final assignments. It was suggested by Stu that volunteers arrive at 11:00 AM for set up (particularly those with pop up tents to set up).
 - (b) Refreshments- Drinks will be lemonade, Sassafras Tea, and water in coolers. It was also suggested that one water cooler be set up at the beginning of Corinne's Walking Trail and another with the refreshments. Brownies will be donated by Sharon, cookies by Joan, and salty somethings by Patti. Barbara will also have popcicles in a cooler for children.
 - (c) Three tents will be set up: an artifact tent neat the Caretaker Cottage, a sales tent inside the fence near the main house, and a garden tent next to the garden area.
 - (d) Signs will be put up leading people to the driveway. The Boy Scouts and Barbara's sons will be at the entrance driveway with a sign and balloons to welcome people.
 - (e) Got U Go potty will be placed inside the fence and a table with paper towels and hand sanitizer will be nearby.
 - (f) Volunteers will be at the parking area to help visitors. And Patti will drop orange cones off to Barbara to mark parking area.
 - (2) Halloween Ball – Saturday, October 22nd
 - (a) Nicole designed and printed 125 tickets.
 - (b) Silent Auction will be held again. It was decided that we should have fewer items but more valuable items. Discussion ensued. Karen will get two auction items, Barbara has some items in mind that she will procure, and Sharon will work from the list

from last year (Karen will send this and updated letter asking for auction items).

- 4) On-Going Business
 - a) Corporate Letter Campaign - Karen completed levels of donation: Bronze - \$250, Silver- \$500, Gold - \$750, and Platinum \$1000. She discussed a benefits list for each level and will continue to refine this.
 - b) The Eagle Scout project headed by Alden Bogley to build a garden shed is ongoing.
- 5) New Business:
 - a) Jane Cox is teaching a course at AACCC on historic preservation and scheduled a field trip for her students to Goshen Farm on Thursday, September 22, 2011. She is bringing 7 students
- 6) Review of Actions – See attached Action Log
- 7) Meeting adjourned at 9:50 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	
035-11-10	Spray bleach behind ceiling in bathroom		12-30-10	working	
040-12-10	Locate septic system for both houses	Jason/Greg	12-30-10	Working	Septic for Caretaker cot. located
048-12-10	Make a list of corporations to target	All		working	
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	Paul/Barb	04-20-11	Working	Paul will complete and get to Barb to send to the BOE (Need this to acquire permits)
058-07-11	Set up free contract with Jan at Annap. Pest Control	Jason	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

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	
013-03-10	Get industry info on work masks for future clean-ups	Tom	04-01-10	CTD	Presented at April meeting	
016-04-10	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. 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	09-30-19	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