

Goshen Farm Preservation Society  
Meeting Minutes October 12, 2011

<b>Called by:</b>	Barbara Morgan	<b>Type of Meeting:</b>	Board of Directors
<b>Facilitator:</b>	Barbara Morgan	<b>Recorder:</b>	Sharon Biondi
<b>Date:</b>	October 12, 2011	<b>Time:</b>	7:30 PM
<b>Location:</b>	Cox Room CSC Clubhouse		
<b>BOD Attending:</b>	Barbara Morgan, Karen Bailey, Sharon Biondi, Stu Bailey		
<b>Members Attending:</b>	Lou Biondi, Patti Feldt, Roy Benner, Becky Benner, Nicole Neboshynsky, Paul Lanni, Carolene Winter, and Steven Pugh		

- 1) Motion was made, seconded and approved to accept the minutes with changes:
- 2) President's Remarks –Barbara introduced new members Carolene Winters and Steven Pugh. She stated that the first Open House was a success and we should consider doing this more often.
- 3) Committee Reports
  - a) Finances (Karen) – Savings Acct. – \$15,369.26 Checking Acct. - \$2292.42, Total checking and Savings - \$17,661.70 (See attached Financial Report).
  - b) Building/Maintenance (Paul/Jason) –
    - i) Jason is continuing to work through permitting issues with Greg Stewart, the BOE Civil Engineer (No Building Committee Report). Issues related to property classification of commercial versus noncommercial and future uses of the Caretaker cottage have been resolved (See 4.a. Status letter to BOE).
    - ii) The roofing of the Caretaker Cottage and the Main house are a priority. Jane Cox recommended a “standing seam roof”. Steven Pugh agreed this was the way to go on roofing. Barbara will update Jason for a proposal for roofing.
    - iii) Paul is working on new plans for the Caretaker Cottage to include what was requested by Greg Stewart
    - iv) Rob Mauk and Dave Sloskey were asked to get the electric permit for the box at the Main House
    - v) Barbara is meeting with Jane Cox and a historic renovator on October 21.
  - c) Membership (Joan) – There are 77 memberships total, composed of Resident households – 45, Resident Individual – 12, Non-resident Household – 13, and Non Resident Individual –7. Joan will send out renewal letters in November.
  - d) Website (Karen)- Karen and Nicole will continue work on new website after the Halloween Ball.

- e) Oral History (Patty)- No report. There may be help coming to this committee from a Girl Scout who is looking for a project.
  - f) Caper- (Barb)- October's article will be about one committee (such as Fundraising) to draw in interested persons.
  - g) History Research (Scott)- Scott is in contact with Del Dizond who has some knowledge of Goshen in during the '70s and will also try to contact Del's friend as a source. Scott has also tried to e-mail Ms. Merson but as of yet has had no response.
  - h) Members' Garden-( Nicole)- Nicole reported that the garden area clean-up day was a success and the garden area was seeded with cover crop. Next step is to get electricity for lighting and watering. They also need posts and brackets and help installing a fence. Garden Committee will be meeting in the Broadneck Library the 1<sup>st</sup> Thursday starting in January. (See attached Garden Committee Report)
  - i) Grounds – (Roy, Rob, and Peter) – Barbara stated that there were stumps in front of the house that needed to be removed. Roy said that he had removed them. It was suggested that Roy become chairman of this committee with Rob and Peter on the committee. After some consideration, Roy agreed. A motion was made and seconded and the motion carried.
  - j) Special Projects-
    - (1) Halloween Ball -
      - (a) Volunteers – Barbara stated that we still need volunteers to man the refreshments, ticket sale and collection table, etc. She passed around a sheet with assignments
      - (b) Ticket sales -Tickets will be on sale at the CSCUMC Fall Festival on Saturday, 10/15. Goshen will have a table there. Tickets will also be on sale at Grauls on Saturday and Sunday , 10/15 and 10/16 from 10 am –2 PM. Both locations are covered by volunteers.
      - (c) Barbara reported that we have many donations for the silent Auction and door prizes and she read the list of collected items. Karen shared the two auction items that she has obtained. Joan has agreed to type up the auction sheets for the event.
- 4) On-Going Business
- a) Status Letter to the BOE was sent to the BOE members, Superintendent Maxwell, and Greg Stewart. In this letter Barbara stated that requests for actions to move forward with our plans were moving too slowly. The next Monday, Barbara received a phone call from Greg Stewart resolving some of the problems.
  - b) MD State Grant – Barbara reported that a problem has arisen with our lease and our state grant. In order to receive part or all of our grant monies we must have an easement for the property. In our lease with the BOE it states that they will not grant us an easement. Barbara will set up a meeting with Superintendent Maxwell, board member Eugene Patterson, and various political persons, to discuss amending our lease as

- it relates to an easement. Various other avenues for solution were discussed.
- c) Corporate Sponsor - Karen completed levels of donation and benefits for each and the Corporate Sponsor Letter. This information was e-mailed to members in the newsletter. Barbara would like each member to send her the name of one corporation with contact information for us to send the letter to. She needs this by October 23<sup>rd</sup> so letters can be sent out in November.
  - d) The Eagle Scout/ Gold Award Project - The project to build a shed for the garden is ongoing. The Scout may present his project at November's meeting. There are five more potential projects in the works – one Girl Scout Silver Award for oral history, a Girl Scout Gold Award project related to Identifying plants at Goshen, and three BSA projects dealing with sign boards at Goshen.
  - e) From the Floor
    - i) It was suggested that we have separate committees for Marketing, Fundraising, and Event Planning
    - ii) Steven Pugh made suggestions related to marketing. He was so inspiring that we suggested that he chair this committee.
    - iii) Carolene suggested that we do “walking tour” events more often and charge for this.
- 5) New Business
- a) Preservation MD Grant – Barbara gave a report on what actions can be taken
  - b) Jane Cox gave Barbara a list of work that should be done on the Main House to preserve it. (See attached list.)
- 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	10-10-11	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	
013-03010	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. 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 <sup>th</sup>
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