

Building & Maintenance Committee

End of Year Report – 2014

Accomplishment Summary:

Construction/Clean-up

- Cleanup of entire main farm house completed.
- Well expansion take repaired and relocated; lines to tank were damaged during the severe cold weather.
- Numerous activities related to remediation and repair of roof and internal structure from storm damage. Activities included:
 - Relocation of the scaffold to facilitate repair work
 - Coordination of replication and acquisition of 19th century roof rafters
 - Communicated with our County reps regarding the damage and our remediation plans
 - Removal and cleanup of all damaged ceiling in the upstairs of the 19th century room
 - Repair of ceiling joists of 19th century upstairs room
 - Repair of roof rafters of 19th century addition
 - New sheathing installing on 19th century addition roof
 - Repair of shingles on 19th century addition
- Installed one replica window in room 1G (subsequently destroyed by vandals).
- Initial shutter built and installed in room 1G of the Farm House (first floor, 1967 addition).
- Vandalism damage to the front door of the cottage was repaired, twice.

Coordination

- Met with AACo Planning and Zoning to discuss, review and authorize various cleanup and remediation work throughout the year.
- Met with historical mason and plaster specialist to discuss repair of plaster and fireplaces.
- Coordinated with AACo Planning and Zoning to perform archeological assessment/dig under the first floor bathroom during open house; all artifacts collected by gardeners, and previously on site, were taken to be cataloged, identified and cleaned; artifacts were returned to GFPS.
- Met with the GFPS President, and chairs of the Grounds and Garden committees to determine a way forward for the acquisition of additional replica windows. It was determined that specifications would be drawn up based on the original “approved” window and given to a local carpenter that has offered to work with the Society.
- Coordination with the State regarding new building permits.
- Successful preparation for the Fall Open House event on 20 September 2014.

Acquisition

- Acquisition of a security system for use around the exterior of the main house was acquired and installed successfully.
- All acquired equipment for used during the cleanup is GFPS property.

Logistical

- Cleanup dumpster delivered and extracted several times.
- All scrap metal from house removed and delivered to recycler.

Documentation

- Passed lead testing; certified clean of lead traces; report received.
- Received \$650 donation from Advance Air Analysis in the form of a reduction in cost for analysis; paperwork and invoice submitted
- Received final invoice for interior cleanup from MJM Construction and Repair for \$23,040.00
- Final clean up invoice for MJMCR was submitted to the State Comptroller's office; final invoice and overrun invoice was paid via grant funding.
- Developed draft Window Replacement Plan and forwarded to GFPS President for initial review. Completed two updates to the draft Window Plan with comments from Board members and additional funding information. Submitted update to Board President for review and dissemination. The plan will be reviewed, adjusted and approved by the Board in February 2015.
- Ensured that copies of all grant related documentation was in the possession of the Society Treasurer.
- Assembled all notes on structure use to include the Farm House rooms, cottage, milk house and servant's house. Submitted to the Board President for review.
- Provided list of DGS approved vendors for payment through the original grant to the Board President.
- Provided Building and Maintenance Chair responsibilities to Board President.

Communications Chair Committee Report for 2014

Traffic Report

2013 TRAFFIC	2014 TRAFFIC
Jan 2013 - 296	Jan 2014 - 254
Feb 2013 - 219	Feb 2014 - 262
Mar 2013 - 300	Mar 2014 - 412
Apr 2013 - 394	Apr 2014 - 254
May 2013 - 256	May 2014 - 146
June 2013 - 151	June 2014 - 133
July 2013 - 237	July 2014 - 277
Aug 2013 - 197	Aug 2014 - 381
Sept 2013 - 359	Sept 2014 - 403
Oct 2013 - 427	Oct 2014 - 435
Nov 2013 - 224	Nov 2014 - 117
Dec 2013 - 130	Dec 2014 - 117
3,190 Total Visits	3,191 Total Visits

Website Traffic by the Numbers

The website was visited 3,191 times by 2,355 visitors in 2014. The average visitor viewed 5.82 pages, totaling 18,584 page views. It is important to note that 71% of all visits were from new users.

Top Visited Pages

Home Page – 6,058 page views
Sharing Garden – 1372 page views
Goshen Farm History – 1020 page views
Become a Member – 731 page views
Meeting Minutes – 690 page views
Current Board – 683 page views
News and Events – 622 page views
About GFPS – 608 page views
Photos Through the Years – 539 page views
GFPS Mission – 415 page views

Sources of Traffic

Organic Search – 46.98%
Directly Typing the URL Address – 29.68%
Referral Traffic – 15.73%
Social Media – 7.62%

Referring Traffic Sources of Note

Cape St. Claire Improvement Association
MarylandOutdoors.com
Blogs.USDA.gov
AnneArundelCounty.com
SmallMuseum.org
ArnoldPreservationCouncil.org
CapitalGazette.com
AtlasGreatOutdoors.com
EyeonAnnapolis.net

Top Ten of Eighty Four Communities Visiting the Goshen Website

Cape St. Claire - 38.19%
Severna Park – 14.20%
Arnold – 12.15%
Annapolis – 9.43%
Parole – 4.56%
Lake Shore – 3.43%
Baltimore – 2.31%
Glen Burnie – 1.54%
Crofton – 1.18%
Odenton – 0.82%

Email Marketing Lists

Garden Plot Renters: 56
Halloween Tickets: 17
Kayak Tickets 2012-2013: 404
Kayak Tickets 2014: 163
Members/Past Members: 292
Total Individual Email Addresses: 781

Events Committee

End of Year Report – 2014

We started off 2014 with an order for 25 Goshen Farm books with some minor edits. The cost was \$16 per book. Approximately 6 books were sold this year at events.

Annual Java and Jazz -March 9th at the the CSC Clubhouse

Brought in \$225 in sponsorships, Went \$25 over budget for food • 86 Adults attended – best attendance yet!

Spring Open House -April 12th –Total income for the event was \$453. 5 resident household memberships, 2 non resident individuals, 1 book, 1 t-shirt, \$36 for potty.

Kayak Raffle- Started selling tickets online via the website. Sales increased dramatically.

We drew the winning ticket on 8/20- I met the winners at the farm for them to take possession. Not all tickets were sold. Approximately 50 unsold tickets were returned.

Strawberry Festival- June 7th Wonderful turnout, Sold 2 books, 4 t-shirts, 3 memberships, 160 raffle tickets—Total brought in was \$1087

Fall Open House- 2 t-shirts sold, 2 books, 3 renewal memberships, 1 new membership, 1 garden plot, 2 Harvest dinner tickets, 1 Halloween Ball tickets = \$803

Wine Tasting- \$930 brought in- sponsored by Bella's 100%

Harvest Dinner= Ticket sales \$1150. 2 t-shirts and 1 book sold- cost for this event was at least \$377 (we never received a value from Outback or on the purchased tomatoes). We received one complaint on the portion size and we have addressed that issue.

Halloween Fundraiser- total from event \$3,276 plus \$120 in pre ticket sales= \$3396 Cost to Goshen for event \$279 after sponsorships. Attendance was down this year.

We purchased a money/cake wheel which Goshen Farm now owns. During the 2nd half of 2014 we held 4 events in two months, 2 of them were major events. A meeting is scheduled to look at the event schedule and realign as necessary for future years. The events committee would welcome more membership involvement.

Goshen Farm Sharing Garden Committee Annual Report 2014

Submitted January 2015 by Terry Brandon, Garden Chairman to Lou Biondi, President & GFPS Board

Accomplished in 2014:*

1. Sharing Garden expanded from 54 to 62 plots
2. Colonial Garden outside of Sharing Garden established (with scarecrow)
3. Rabbit Fence added to Sharing Garden Fence.
4. 24ft X 32ft “High Tunnel” unheated greenhouse established at north end of Sharing Garden
5. Sharing Garden Steering Committee established.
6. Sharing Garden Welcome Packet revised.

Needs Accomplishing:

1. Short Term:
 - a. Establish long term composting center
 - b. Maintain and improve Sharing Garden appearance
 - c. Establish initial educational workshops for high tunnel usage
 - d. Rental of 8 available garden plots.
2. Long Term:
 - a. Combine meetings of Grounds Committee with Sharing Garden Membership

Need Approval: Approval of termination notices to Sharing Garden Plot renters who have not paid plot rentals

New Business

*Little of the above activities could have been accomplished without the active labor, planning and support of Roy & Becky Benner.

Grounds Committee Annual Report for 2014

For January 21, 2015 Delivered by Roy Benner at the Annual Meeting

Summary of Accomplishments:

1. Grounds and Lawns
 - a. The Goshen Farm open areas were mowed about 15 times this past year.
 - b. The Anne Arundel Soil Conservation District (AASCD) approved Goshen Farm as a “Cooperator” and GFPS’ first Soil and Water Conservation Plan was approved. This designation allows the AASCD to provide technical assistance to the GFPS. Projects such as the our Farm Plan, future pond development, windbreaks, wildlife plantings, and other conservation-planning activities will meet local and state agrarian regulations.
 - c. A small, experimental tobacco plot was established with 25 Conia-specific plants obtained from Historic London Town and Gardens. The two varieties (Delaware Indian Tobacco and the Orinoco Tobacco) were collected by John Smith around the Chesapeake Bay in the 1700s. The Orinoco variety became Maryland’s choice for a main cash crop.
 - d. A new Colonial Kitchen and Herb Garden was planted and cared for by Brian and Kara Maddox. Thank you for this new educational garden. The Scare Crow was perfect!
 - e. The Girl Scout Butterfly “Pollinator Garden” was expanded. Thank you, Linda Droneburg for overseeing the project!
 - f. Doug McClelland helped repair the Gravely Mower – Thank you Doug for assisting in correcting a problem that the Gravely Factory could not as their records were inaccurate concerning the specifics of our 1980’s Mower.
 - g. Posted a listing of some 20 tasks to improve Goshen Farm. These were continuing, small tasks that Members/volunteers could do with minimal effort or equipment.
 - h. Establish a Monarch Butterfly Way Station with the help of Ginny Klocko. Milkweeds are the primary plant of choice for this effort.
 - i. A new topographic map of the Goshen Farm (1” = 100’) and surrounding areas was obtained from the Anne Arundel Department of Public Works. This map is being framed for viewing at the Goshen Farm House.
 - j. Goshen Farm Grounds Master Use Plan (GFGMUP) outline continued to be updated during this past year.

2. New Areas of Clearing at Goshen Farm

- a. Additional areas of the former pond had vines and trees removed in preparation for re-establishing a shallow, wildlife pond. Efforts with mowing and clearing this area continues while the AASCD develop a Wildlife Pond Design.
- b. The trees were cut down and sawed up into logs in preparation for various MAG clearing workdays.
- c. New areas of mowing included the now exposed former Barn Site and new areas west of the Sharing Garden (New Composting Area and Bins).
- d. Exploring possible areas for a new Memorial Grove and re-establishing a Goshen Farm Orchard.
- e. Cutting additional trees and vines outside the west side of the Sharing Garden allowing eight additional garden plots for expansion of the Sharing Garden to 62 plots.
- f. The U.S.N.A. Midshipmen Action Group (MAG) helped clear an additional area west of the original Sharing Garden and an area north of the Sharing Garden on March 22 for the future construction of a New High Tunnel/Greenhouse.
- g. The Soil Health Pit was improved and fenced with the help of MAG on March 22, "Work on the Farm Day." Several varieties of wild flowers were planted on the surrounding earth berm. Thank you ladies and gentlemen of the Naval Academy (MAG).
- h. Tools for these various workdays were rented through our partnership with the Baltimore Tool Bank, at a great savings.
- i. Grading for the new High Tunnel/Greenhouse and the area west of the Sharing Garden was completed by Tom Supercznski and financed by a direct donation from Paul and Karen Bunting.
- j. Cut overhanging vines and branches along the Goshen Farm driveway (Radoff Road) on a monthly basis to maintain driveway's clearance.
- k. Conducted two "Farm Clean Up" days on 9/13 and 9/14.
- l. The plum tree, close to the Farm House, died from insect damage and the branches were removed. The stump and remaining trunk branch cuts were inscribed with significant dates associated with Goshen Farm.
- m. The invasive vines and trees that were cleared on the MAG workday exposed the general footprint of the Goshen Barn Site. A large section of concrete barn floor was later uncovered. This concrete area was buried under approximately 4-6 inches of soil and vines. A 1940 date was discovered on the silo foundation. It is not known if this date represents the construction, repair, or demolition of the silo next to the barn site. It is possible that when the barn silo was

built, it collapsed or was taken down for safety reasons shortly after construction due to either a poor concrete foundation or an unstable clayey soil condition under its foundation. This is conjecture on the part of the Grounds Chair. Most pictures of the Barn only show the Silo foundation and very few pictures of the intact Silo.

n. Richard's Tree Care donated work necessary to clear a large branch that severely damaged both the 1783 and 1783 roofs. Thank you Richard.

3. New Construction

a. A new 24' X 32' Gothic High Tunnel/Greenhouse was constructed with the help of Terry Brandon (Garden Chair).

b. Buried water and electric was extended to this new High Tunnel/Greenhouse.

c. Positioned the rented Port-a-Pot in an upright, secure, and in a useable location for use by construction workers, gardeners, and visitors.

d. Installed a rabbit wire fence and proper gate sills with the help of Sharing Garden volunteers in the spring of 2014.

e. Constructed a new location for composting and new bins.

f. Rebuilt the Soil Health Pit fence after a May storm blew down several trees severely damaging five sections of the stockade fence.

g. Winter-protected the well pressure tank and associated plumbing with insulation and electric heat tape to provide year round water at the garden and High Tunnel.

4. Continued Partnerships

a. United States Department of Agriculture, Natural Resources Conservation Service (USDA, NRCS) Dean Cowherd as liaison.

b. Anne Arundel Soil Conservation Service (AASCD).

c. Baltimore Tool Bank.

d. U.S.N.A. Midshipmen Action Group (MAG). Many thanks to Miriam Stanicic for her continued support to Goshen Farm.

e. Friends of Hancock Resolution, for consultations. Thank you, Jim Morrison.

f. The Capital for many articles regarding Goshen Farm.

5. Talks, Tours, and Slide Shows

a. Tiger Cub Scout talk (How they use to lived {9 page handout}) and tour (2/9)

- b. Girl Scout talk (Goshen Farm and the House) and tour (10/3)
 - c. Brownie Troop 5308 talk (The Community and Goshen Farm) and tour (10/24)
 - d. Prepared a Power Point presentation for the 2014 Harvest Dinner held at Gloria Dei' Church.
 - e. I continue to try to be a goodwill ambassador to anyone I see at Goshen Farm.
 - f. Dean Cowherd (USDA/NRCS) conducted numerous Soil Health discussions using the Goshen Farm Soil Health Pit. (CSC Elementary School, Broadneck High School, and AA Community College). Thanks Dean!
6. Events
- a. Made and installed several signs advertising Open House events of the spring and fall as well as the MAG "Work on the Farm Day."
 - b. Organized a spring MAG; "Work on the Farm Day," with 21 participating Mids.
7. Plantings
- a. Planted 10 small bare rooted trees (8 lived) around the Farm.
 - b. Planted several additional tulip bulbs and narcissus bulbs on the Caretaker's Cottage slope.
 - c. Planted 25 tobacco plants in the lower field.
8. Vandalisms and Security
- a. Vandals destroyed the new Farm House window (1C) in September. A police report #14-735471 was filed.
 - b. The same vandals broke through the new door on the Caretaker's Cottage in October.
 - c. A second breaking down of the repaired Caretaker's Cottage door occurred in November. Temporary repairs were made so the door can be locked. Security cameras are really needed.
9. Conclusion: The Goshen Farm grounds are continually being re-claimed, and returned to the early use based on in early photographs. The Goshen Farm Grounds Master Plan is moving forward. Members' suggestions and assistance are always sought and appreciated in caring for this historic Farm.
10. What is Next:
- a. A Grounds Committee will be established with three or four enthusiastic members.
 - b. Several "Eagle Scout Projects" are under consideration for Goshen Farm:
 - i. Zion Meer – possible stair/ramp access project to the lower fields.

ii. Lyle Wallace – possible bee hive(s) project to help in pollination at Goshen Farm and the Sharing Gardens.

c. Completed portions of a new 30' fiberglass flagpole for supporting a US Flag and a 1783 'Shaw Flag' on the front lawn of the Goshen Farm House. Completion of the flagpole is estimated to be complete by February with installation planned for early spring of 2015, after a proper concrete foundation is completed.

d. A new Martin Bird Apartment was acquired to be installed early in 2015.

e. The agronomic history of Goshen Farm will be pursued.

f. The American and Shaw Flags will fly shortly.

g. A Wildlife Pond design will be completed and construction started.

h. Memorial Grove will be established and plantings begun.

i. A Farm Orchard will be developed.

j. The Old Quarry will have a safe viewing pathway established.

k. The single lane driveway issue will be evaluated.

l. The Old Well House area will be cleared. Plans are to re-construct the well building.

m. Encourage the GFPS Board of Directors travel to other "living farms" like Steppingstones Farm Museum in Harford County for evaluation and ideas.

MEMBERSHIP COMMITTEE - SUMMARY REPORT for 2014

January 11, 2015

SUMMARY of ACHIEVEMENTS

1. Increased membership from 141 (December, 2013) to 161 (December, 2014) See attached "Total Memberships by Year" chart
2. Sent Membership Packets to new members which include:
 - Welcome Letter, with personalized notes
 - Overview of Goshen Farm History
 - Benefits of membership
 - Listing of current Board of Directors and their GFPS email addresses
 - Map of Goshen Farm
3. Revised the 2015 Membership Renewal Form to invoice-sized (colored paper for specific year)
4. Reactivated Membership Cards to send to those renewing their memberships for 2015
5. Coordinated GFPS membership and Sharing Garden plot rentals with Garden Chair
6. Attended Small Museum Association Conference to acquaint GFPS with other small museums and non-profit organizations and to establish relationships with same
7. Visited "living farms" in Georgia, Maryland, Ohio, Virginia, and West Virginia to view physical attributes; observe displays; speak with administrative staff and volunteers; discuss membership campaigns, retention, and increasing volunteerism; and to establish liaisons for future relationships

REASONS for INCREASE in MEMBERSHIPS

1. Interest in history of the Chesapeake Bay area
 - a. Native Americans
 - b. Captain John Smith Chesapeake National Historic Trail
 - c. War of 1812 continuing festivities
2. Early settlers of the Cape St. Claire area
 - a. Pristine farm land
 - b. Serene greenscape

- c. Interest in restoring a 200+year-old farm house
- 3. Sharing Garden membership
 - a. Must be member of GFPS
- 4. "Used to live in Cape St. Claire and remember..."
- 5. Corporate Sponsors "giving locally" and donating materials for renovation of Goshen Farm and its buildings
- 6. Gift giving for those who have expressed an interest in protecting and "saving" Goshen Farm
- 7. Roy Benner, Grounds Chair, who "sells" Goshen Farm, the Sharing Garden, and the Goshen Farm House to ALL individuals, families, and groups who visit Goshen Farm

ACTION ITEMS

- 1. Increase membership from local (Cape St. Claire) to regional (Broadneck Peninsula, Anne Arundel County, etc.)
- 2. Determine procedures necessary to become part of an existing Maryland Heritage Area Program or to request and institute a new Maryland Heritage Area
- 3. Help form partnerships with other non-profit organizations, businesses, and local, state, federal agencies to promote becoming a member and the many benefits of visiting Goshen Farm for the individual, family, and associates
- 4. Continue networking with other organizations, as an individual and/or with other GFPS members/Board of Directors members