

Goshen Farm Preservation Society Board Meeting,

June 17, 2026

Called by:	GFPS Board	Type of Meeting:	Board of Directors
Facilitator:	Barbara Morgan, Vice President	Recorder:	Zoom, Sharon Biondi
Date:	June 17, 2026	Time: 7:30 PM	7:31 PM
Location:	Via Zoom	.	
BOD Attending:	Barbara Morgan, Roy Benner, Becky Benner, Terry Brandon, Bob Nestruck, Sharon Biondi, Linda Páez and Shannon Beauchamp Lepthien (Erik Wallace joined later)		
Members/ Guests Attending:	Lou Biondi and Stephanie Tuckfield		

- 1) Call to Order
 - a) Vice President Barbara Morgan called the June 17, 2026 Board Meeting to order at 7:31 PM. Barbara established we had a quorum.
 - b) The Meeting was held on Zoom.
- 2) Acknowledge Members and Guests.
 - a) Barbara welcomed the Board Members present. Christy Folderauer, Jessica Corliss, Lori Runk and Dirk Schwenk were not present. Barbara stated that Stephanie Tuckfield will be attending the Meeting.
- 3) Requesting changes or additions to the agenda from Board Members
 - a) Becky brought up checking the liability coverage for our insurance. Barbara stated that that was already an action. Christy and Erik are setting up a date to meet with our agent.
 - b) Becky also brought up having a tarp put on the roof of the Tenant House. This is also an action item. Christy is aware that the Board wants this tarp on the Tenant House and Barbara stated this tarp placement has been delayed by the last several storms and downed trees in AA County.
 - c) Becky asked to discuss ZipSprout under New Business, item d.
- 4) Officer Reports / Comments
 - a) President
 - i) Barbara asked if there were any questions on the President's report.
 - (1) Becky asked what the prices were for the two sizes of jars of honey. Bob stated that the 8-ounce jars were \$15.00 and the 16-ounce jars were \$25.00.
 - b) Vice President

- i) Barbara is communicating with Maryland Nonprofits. This is an organization that helps nonprofits be better organized. They create a consulting proposal and give the organization a cost. There is also a yearly fee of \$165.00 to join Maryland Nonprofits.
 - (1) Maryland Nonprofits will send GFPS a proposal by July 1st. Barbara stated that the Maryland Historical Trust (MHT), Museum Assistance Program (MAP) grant awarded to GFPS may cover the proposal costs from Maryland Nonprofits. Barbara will not pay the joining fee until she sees and discusses the proposal.
 - (a) Becky offered to help Barbara review the proposal.
- c) Treasurer
 - i) Christy Folderauer was unable to attend the Meeting tonight but sent the First National Bank Statement via email.
 - ii) The total in the GFPS checking account is \$104,434.09.
- d) Secretary
 - i) The Secretary had nothing to report other than personal issues are preventing her from completing Meeting Minutes on a timely basis.
- 5) Review and approval of May 20, 2026 Meeting Minutes
 - a) The May 20, 2026 Meeting Minutes were not available for review and approval.
- 6) Review of Action Items (Secretary – Provided under separate cover)
 - a) **(Action Item:719-03-26)**, Work on a plan to communicate and update Membership and our other partners regarding the Mitigation Plan. This action is **Completed**.
 - b) **(Action Item:717-03-26)**, Research cost of cleaning the chimneys and capping them and bring a proposal to the Board for this work. This action is **Completed**.
- 7) Mitigation Plan – Stephanie Tuckfield
 - a) Stephanie's property backs onto Goshen Farm property. She came to this Meeting to again share what she has seen and has been experiencing with DPW's Mitigation Plan.
 - i) Stephanie stated that she is no longer talking to Brian Mui from DPW but a woman who is higher up at DPW. Stephanie and many of her neighbors have not received the promised notifications regarding the spraying of herbicides (spray zones). She was told that anyone within the 300 feet of spraying herbicides should be notified.
 - ii) Stephanie also voiced concern regarding the Sharing Garden, the Nature Play Space, the Apiary, the Henson-Hall Garden, and dog walkers and people in general walking the property who do not know that the area they are walking falls within the 300 feet rule of the herbicide spray area.

- iii) She states that there have been changes to the Mitigation Plan such as the fox den that was to be protected in the Plan has been completely clear cut and annihilated, the change in the herbicide that was originally listed in the Plan, and the fact that the machinery used to clear cut is not being washed down but driven back to a staging area thus dropping weed seeds all along the way.
 - iv) The last concern from Stephanie was that the neighborhood in general has responded with concern and outrage as there has been no transparency in publicizing the Mitigation Plan broadly.
 - b) Shannon stated that she invited Stephanie back to the Meeting to share her experience with how the Mitigation Plan is being carried out with the Board. Shannon has received many concerned, angry and outraged emails from individuals in the neighborhood as well as Members. Shannon does not want the sentiment to switch to Goshen being the “bad place”.
 - c) Barbara has written down all of Stephanie’s concerns and comments. Questions were raised. Are the subcontractors not following the Plan? Who is overseeing this work? Why are the herbicide spraying notifications not going to everyone who is supposed to get them? Stephanie stated that she has asked Brian Mui four times to add her address to the notification list via email to no avail. Stephanie stated she spoke with a woman at DPW who said she’d send copies of the procedures.
 - d) Lengthy discussion by the Board followed Stephanie’s presentation.
 - i) Shannon will work with Stephanie and others to create an informational piece to go on our website regarding the DPW Mitigation Plan.
 - ii) There was discussion about how GFPS should respond to these concerns.
 - (1) Whether to involve Dirk Schwenk writing a letter to DPW and the Board of Education regarding what appears to be poor supervision of the Mitigation Plan work, not following the Plan, subcontractors not following the Plan, etc. – basically violating the agreement with the Board of Education.
 - (2) Barbara suggested writing a letter to DPW voicing our concern that there have been changes in the Plan like using Cheetah Pro herbicide without updating the Plan.
 - (3) President Wallace came into the Meeting late and suggested he meet with Brian Mui to discuss local concerns and “blowback” on GFPS. More information will be added to the Minutes in a later section.
- 8) Committee Reports (2-minutes max – highlights)
 - a) African American Heritage (Linda Páez - Provided under separate cover)
 - i) Linda reported that at the Chesapeake Crossroads Heritage Area (CCHA) Coordinating Council’s meeting she found out that she, along with others on the

Council will be attending a meeting at Mount Vernon on July 14th. She will share information on preservation, interpretation, visitor services and leadership.

- b) Building and Maintenance (Lou Biondi - Provided under separate cover)
 - i) Lou reviewed information with the Board related to the First Floor Foundation Stabilization Project (FFFS). When Lou contacted Peter McConaughy regarding his assistance updating his original detailed plan of work, Peter told Lou he was now retired. Peter recommended Jack Wotell, P.E., Baldwin Building Consultants, Inc., a structural engineering and construction consulting firm. When BoHan Contracting contacted Peter McConaughy with questions about possible alternatives to his suggestions for stabilizing the foundation, Peter agreed to attend the initial meeting at the Farm with Jack Wotell.
 - (1) Lou explained that Jack Wotell would be responsible to GFPS not BoHan Contracting, Inc.. He would send us his recommendations and then Lou, Jack Wotell and BoHan would meet to discuss these recommendations.
 - ii) Lou sent the Board a copy of Jack Wotell's (Jack Wotell, Professional Engineer Baldwin Building Consultants) proposal for professional structural engineering services on the FFSP. Lou has not had any responses from the Board to date except for Roy and Roy did not copy the Board on his response. Lou asked that this proposal be on the June Board Meeting agenda for approval.
 - (1) Barbara agreed that the contract proposal should be signed. She will e-sign and send it to Erik or Christy to sign so Lou can get it back to Wotell.
 - iii) Lou also voiced his concerns that Matt Bishop at Lundburg Builders had sent a second invoice to the Treasurer and Lou for Lundburg's Design Phase of their contract. Lou asked that the Treasurer make this payment as soon as possible.
- c) Communications (Shannon Beauchamp Lepthien - Provided under separate cover)
 - i) Shannon said there is a lot going on. She has a new granddaughter and like many in the neighborhood lost power for many hours. She is trying to catch up on requests from the Board.
- d) Education (Terry Brandon-Provided under separate cover)
 - i) Terry stated that he is not going to release any of the Parole Rotary Foundation grant money until August.
 - ii) Becky asked about the budget that Joey Peregoy submitted for some new equipment in the Hoop House. Is that for 2027? Terry said it is for 2026 in August. This will be spent under the grant.
 - iii) Becky also asked about cleaning the aphids now. Terry responded that his committee agreed that since they will be cleaning out the Hoop House and no plants will be growing, this is the best time to exterminate the aphids. He will

- introduce the wasps (non-stinging) in the Fall when they replant the Hoop House.
- iv) On Saturday, June 19 from 9-11 AM, they will have an in-depth cleaning of the Hoop House hydroponic bins with 8-10 volunteers in hopes of addressing the aphid infestation. Terry thanked Jeanne Klingler for monitoring the Hoop House plantings and bin water levels and last, this cleanup. Barbara let Terry know that he has eight of the twelve volunteers requested on SignUpGenius and she will send him their names.
 - e) Events Coordination (Barbara Morgan - Provided under separate cover)
 - i) The Strawberry Festival brought in only \$570.00. Barbara reported that they had a surprise at the Festival when they were told that GFPS could not sell anything at the booth this year. All cash and ticket sales (mostly honey, 1 t-shirt) went to the cash jar with 15% going to the Strawberry Festival Committee. Next year, we need to look into selling fried dough and/or having a booth with vendors to sell merchandise. GFPS was not allowed sell tickets for the Plinko game or Memberships. Potential Members were asked to pay on line..
 - f) Financial Development (Jessie Corliss - Provided under separate cover)
 - i) Jessie requested the Board discuss and vote on an application to the Maryland Historical Trust African American Heritage Preservation Program (AAHPP) due July 1, 2026. Jessie was unable to be at the Meeting so the discussion was tabled.
 - g) Grounds (Roy Benner - Provided under separate cover)
 - i) Fred Doeppkens' Farm was turned over to AA County for perpetual use of farmland (Article, "Forever Farmland").
 - ii) Roy believes that he may receive some equipment from the Doeppkens Farm. Roy asked Linda if she had been able to reach Fred Doeppken about donating some of the farm equipment to Goshen Farm. Linda stated that she left three messages but had not heard back.
 - h) History and Research (Vacant)
 - i) Scott turned his keys for Goshen Farm into Barbara. His house is up for sale.
 - i) Membership (Rebecca Benner - Provided under separate cover)
 - i) Becky reported 207 Membership Units as of June 15th.
 - j) Security (Dirk Schwenk - No report submitted)
 - k) Sharing Garden (Bob Nestruck - Provided under separate cover)
 - i) Bob stated that he had nothing to add.
 - ii) Becky asked Bob about the Broadneck High School Pantry mentioned in his report. Bob stated that the high school has a food pantry that takes donated

food and is run by Allison Davis, Signature Program Facilitator, Environmental Literacy.

l) Volunteer Coordinator (Lori Runk - No report submitted)

9) Old Business

a) Communications / Education regarding the Mitigation Plan by DPW. (update / status) Stephanie Tuckfield)

i) Discussed under Section 7.

(1) Roy discussed contractor Child's Landscape Contractors, Inc. and their subcontractors Bartlett Tree Experts and Wolff Tree and Landscape, LLC. He believes that most of these contractors and subcontractors are following the Mitigation Plan.

(2) Shannon stated that that may be but she is getting the many angry emails and people feel that terrible things are being done to the land, the animals and possibly humans. Barbara feels that her concern is mostly about the spraying near people's homes and potential health hazards of the herbicides (and changing the herbicide used) and DPW is not taking these concerns seriously or addressing them.

b) First Floor Foundation Stabilization (FFFS) RFP – Status (Lou Biondi PM)

i) Lou got a notice from Erik transferring the project to Lou and it is the administrative activity for the new 2027 grant. He is moving ahead on the 2020 Bond Bill and once he gets the contract signed for Jack Wotell he can move ahead faster on that part of the foundation stabilization work.

ii) Lou received an email from Chris Littlefield regarding something BoHan wants to do and Lou feels he can't get back to him until the contract with Wotell is completed.

c) AAHPP Grant – Driveway restoration – Status (Roy Benner PM)

i) Roy stated that the driveway project is at a standstill due to the Mitigation Plan work for the moment but he will be moving forward on that project in the near future.

d) Bond Bill – 2026 - \$80K proposed for Farm House Renovation (Status Update) (Lou Biondi PM)

i) Lou discussed he will be working on the administrative requirements associated with this new grant as soon as the FFFS gets moving.

e) Tarp on the Tenant House(Becky)

i) Becky is now aware that Christy will be putting the new tarp as soon as she can.

f) Review of GFPS Liability Insurance (Becky)

i) Erik and Christy are setting up this review with our agent.

g) Parole Rotary Foundation Grant – Status (Terry Brandon, PM)

- i) The funds are controlled tightly and Terry has some good people working with him on the plan.
 - h) Termite Control (Farm House, Milk House and Tenant House)
 - i) Roy is still getting estimates.
 - i) Farm Equipment – Fred Doeckens (Grounds)
 - i) Roy is hoping that GFPS might receive a few small pieces of equipment such as a wine press that Roy conveyed an interest in to Fred Doeckens for GFPS.
 - j) Acknowledgement of Scott Powers (History and Research) – prior to move to Pennsylvania
 - i) Barbara believes that we need to do a plaque as we have done in the past. We should use the company in Severna Park (Victory Awards & Promotions) that we have used for plaques in the past.
 - ii) Barbara will work on wording with Becky's help. When the plaque is finished, we should give it to Scott at a Summer Concert.
 - k) There was a related discussion about Roy getting the box of GFPS research papers that Scott produced over many years that was scanned by Scott and Jessie. Linda has the box of papers and is using it for her research on enslaved people related to Goshen Farm. Barbara suggested that Linda use the scanned papers, and Barbara will find out if they are on Google drive. That way, Linda can work from the Google Drive version of these papers. Barbara would like to put these papers from Scott into our storage facility. She also has an old sewing machine that she would like to donate to GFPS and put that in the storage facility as well. *Note: Erik has entered the Meeting.
 - l) Logo Conversion / Branding Guide
 - i) This discussion was tabled until the July Meeting.
- 10) New Business
- a) Review Event Use Application Log and any new Event Use Applications (Events)
 - i) No new completed applications have come in.
 - b) Jack Wotell, P.E., Baldwin Building Consultants – recommended as new consulting engineer for First Floor Foundation Stabilization Project (Lou)
 - i) Barbara updated Erik on the need to get the Wotell contract signed and back to Lou tomorrow. Erik concurred.
 - c) AAHPP Grant – Tenant House (Grant due July 1) – BOD discussion. (Jessie)
 - i) While Jessie has most of this grant application completed, Jessie's concern is that we need to get two or three cost proposals before July 1st. The Board agreed that there is too much to do yet. The sense of the Board is not to apply for this grant.

- ii) Erik Spoke to Senator Dawn Giles and Delegate Heather Bagnall at the Strawberry Festival and they are willing to support another Legislative Bond Initiative (aka Bond Bill) for GFPS. One possibility is a grant for water and sewage.

d) ZipSprout

- i) Becky stated that there was a donation that came in from Cody Brook and Becky researched him and found out that he is with ZipSprout.com. The organization is headquartered in Oregon. Shannon stated that this is the donation that we got for the Open House. This will not fall under a Corporate Sponsorship but as an Event Sponsor.

e) Mitigation Plan

- i) Barb reiterated the Board's discussion after Stephanie Tuckfield's presentation of her and others' concerns. She discussed what steps the Board would consider taking to address this problem. Erik suggested that we have Dirk draft a letter to DPW stating that these are the issues that GFPS is concerned with and see what comes back. He doesn't think a "stop work order" is appropriate at this stage. Erik will call Brian Mui and the management team tomorrow to discuss our issues with the way the Mitigation Plan is being conducted and communicated to the public. The letter from Dirk should also go out to DPW. Linda suggested that Erik have a specific list of concerns from Stephanie. Barb will send Erik the list. Erik will call Dirk after he talks to Brian Mui and the team.
- ii) Erik noted that the original herbicide presented in the Mitigation Plan and cheetah Pro have the same chemical base for both herbicides.
- iii) Linda wanted to go on record that she is not in favor of the Mitigation Plan as it is now being delivered. Brian is not following the Mitigation Plan and he is not overseeing the subcontractors who are carrying out the work.

11) Comments from the Floor

- i) Linda also wanted to mention that she met a person who is overseeing a lot of scout groups and one of them is an environmental scout group. Linda wanted to mention the repair of the Wattle Fence and perhaps the environmental scout group would want to take this on as a project. The leader said this would be the kind of project they would want to do. Linda wanted permission from the Board to work on this. Erik stated that upkeep is the problem as well as building. Bob does not think this is a good plan if it is not continuous upkeep. Erik asked Linda to ask about the maintenance of the fence after it is built. If there is no maintenance, then it is not helpful in the long run.

12) Adjournment

- a) Becky Benner made a motion to adjourn the June 17, 2026 Board Meeting. Linda Páez seconded and the motion carried unanimously. The Meeting ended at 9:12 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
207-12-15	Develop and execute well plan.	Building Chair, Roy,	09-01-16	Working	Need well for garden expansion and Farm House use Last information about cost of drilling a new well was about \$17,000 (information from Member, Jim McCrea).
565-12-22	Find an auditor to recommend to the Board for 2023 audit of GFPS financials.	Christy	1/15/23	Working	Postponed until new By-Laws change at January 2024 Annual Membership Meeting. Last GFPS audit was done in 2020 for FY 2016, 2017 and 2018 by accountant Fred Miller for \$300.00.
566-02-23	Send Lou a list of the questionable GFPS form versions so he can check and then take the old forms down and put up the approved final versions on Google Drive.	Becky	3/15/23	Working	Board Members will be assured they have the correct version and easily access correct forms on Google Drive.
568-02-23	Research the steps for and cost of repairing the Milk House.	Lou and Roy	4/15/23	Working	Review engineer's report.
609-08-23	Contact Jason Brown to inspect the Tenant House roof and generate an estimate of scope and cost for GFPS.	Barbara	11/01/23	Working	Need to know scope and cost of this expanded repair before investigating funding.
621-10-23	Add photos of Sharing Gardeners working and harvesting their plots to the PowerPoint presentation. (Should be completed prior to the Harvest Pasta Dinner to be included in the event.)	Roy	08/30/2024	Working	The PowerPoint presentation should be shown at the Harvest Pasta Dinner which the Gardeners sponsor each year.
676-12-24	Print out copy of Mianna Jopp interview. This should go out to the Board and onto Google Drive under "Oral Histories".	Roy and Becky	03/30/25	Working	Prevent loss of this interview
681-02-25	Review the February Financial Development Report including the Three-Year Plan and give Jessie feedback and information requested	Board Members	05/01/25	Working	Jessie needs more information and input to "flesh out" her ideas.
692-08-25	Supply and place large tarp on the Tenant House	Christy and Richard's Tree Care	06/30/25	Working	Frequent storms are causing leaking through the old tarp put on by Richard's Tree Care.
699-09-25	Review both Insurance Policies with our agent to determine if our coverage needs updating. Consider higher attendance at events, new equipment purchased such as the tractor, AACPS students coming to the Farm without supervising teacher, sexual harassment coverage, and Summer Camp proposal for 2027.	Erik and Christy	11/15/25	Working	New equipment has been purchased and many more guests and Members are attending events at the Farm. Do we have sexual harassment coverage? Are AACPS students who come to the Farm without a teacher covered by us (or AACPS)? Summer Camp proposal insurance requirements.
705-19-25	Create videos and photos of Mitigation Plan Procedures involving Invasives (before, during, after) with dialogue and labels with dates. For posterity and inclusion in educational classes.	Board	When project begins	Working	Used for multiple purposes including the website.
707-10-25	Create videos and photos of the First Floor Foundation Stabilization repairs of Farm House.	Lou	January?	Working	Used for multiple purposes including the website.

716-03-26	Research and complete the application for the Chesapeake Gateway Network.	Barbara	05/30/26	Working	Recommended by CCHA.
718-04-26	Create a new Business Plan for GFPS .	Erik, Jessie, and other Board Members	07/30/26	Working	AKA Strategic Plan, three-year Plan, Five-year Plan
720-05-26	Replace the light that fell off the tree on the path leading to the lower parking area.	Roy	7/30/26	Working	Important for lighting when walking to the lower parking area after summer concerts.
721-05-26	Look at the vines behind the fence near the boat sandbox in the Nature Play space to see if they can be cut down.	Christy	7/30/26	Working	Could fall on Nature Play Space fence and break the fence.
722-05-26	Get bids for termite treatment of the Farm House, Milk House and Tenant House.	Roy	7/30/26	Working	The last termite treatment of the Farm House was in 2012.

RECURRING ACTIONS					
	GFPS Audit	Treasurer			
Annually	ID Cards for new and changed BOD, give new chairs packets that include GFPS Forms commonly needed to conduct business	President or President's designee	Every February		New and Changed Board Members Lou will do for 2020, 2021, .2022, 2023. Done in 2023 by Lou and Barbara.
Every 3 years	Goshenfarm.org domain name renewal – Go Daddy (Bill listed as GoDaddy web order 2317)	Treasurer/Communications Chair	Renewal date is 03/11/2025	DONE?	Both Treasurer and Communications Chair should receive contract renewal notification every three years. Renewed in 2016, for \$63.51. Renewed in April 2019 for \$63.51. Renewed in April 2022 for \$63.51. The cost in 2025 will be \$69.51. Automatic Payment
Annually	Renew Basic Managed Word Press –Go Daddy (Bill listed as: Go Daddy Web Order 2077)	Treasurer	March or April	DONE?	Both Treasurer and Communications Chair should receive contract renewal notification. Renewed in April 2020 for \$119.88. Renewed April 2021 for \$119.88. Renewed in March 2022 for \$119.88. Renewed in April 2023 for \$119.88. Renewed in April 2024 for \$155.88 . Renewed in March 2025 for\$155.88. Renewed in March 2026 for \$148.21 Automatic Payment
Every 2 years	Renew SSL (security) on GFPS Website – Go Daddy	Treasurer	April or May	DONE?	\$159.98 Annually for upgraded Security on GFPS Website Renewed 5/02/22 For increased payment of \$189.98. Renewed in April 2024 for \$199.98. Renewed in in April 2026 for \$247.18. Automatic Payment
Monthly	Goshen Farm.org Google email accounts for Board Members (Bill listed as: Google Apps_COMME US003LKBEO)	Treasurer	End of every month		\$7.20/Google account paid through our GFPS checking account. Treasurer monitors this. Billed \$106.85 for 14 accounts (President, Vice President, Treasurer, Secretary, Events, Garden, Grounds, Membership, Communications, Financial Development, Educational Outreach, Building & Maintenance, African American Heritage, and Security). Updated billing: \$7.20 (cost per user/month) x 14 accounts = \$100.80 + \$6.05 tax = \$106.85/month Automatic Payment
Annually	GFPS President's Annual Report to the Anne Arundel County Public Schools (AACPS)	President	January 2024?	DONE?	Send report to Chief Operating Officer AACPS. Copies go to Superintendent, AACPS, and all AA County School Board Members. President's Annual Report was completed for 2022 and 2023 by President Wallace.
Annually	Audit GFPS Financials	Treasurer	January/February		Treasurer finds accountant to do audit to present to the Board for approval. Audit should occur after Non-profit tax return is filed and accepted. Last audit was done by accountant Fred Miller for FY

					2016, FY 2017, and FY 2018 (Total cost was \$300.00.)
Annually	Renew 501 c3 status (EIN = 32-0190936)	Treasurer	April 2025?	?	(Federal) (Form 990-N suffices) Completed in April 2024.
Annually	"Maryland Personal Property Return", D11766862.	Treasurer	April 2025?		This return is completed by the Treasurer as part of our State Tax Return preparation. Completed April 2023, 2024, 2025.
Annually	Non-Profit Tax preparation and filing	Treasurer	April 2024? 2025?		Annapolis Accounting Services donated preparation in 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019 (Chris Battista) Treasurer, Christy Folderauer completed tax preparation in 2020, 2021, 2022. 2023, 2024, and 2025
Annually	File "Exempt Organization Fund-Raising Notice" for State of Maryland	Treasurer Matching Funds? Grants?	August 31 st Which Years?	? Done?	For Charities that raise less than \$25,000.00. If GFPS raises \$25,000.00 or more then the Treasurer needs to file a different form. Copy of the signed 990-N must accompany the Annual Update of Registration Form. Charities and Legal Services Division 410-974-5534 can be reached for questions. Email: dicharity@md.gov
Annually (If reach the \$25,000 threshold)	Annual Update of Registration Form	Treasurer ?	June (August at the latest) Which years?		For Charities that raise \$25,000 or more. Charities and Legal Services Division 410-974-5534 can be reached for questions. Email: dicharity_
Every 5 Years	Maryland Sales and Use Tax Exemption Certification Renewal (SUTEC # 31203931)	Treasurer	September 2027 or 2028?		State does not send out a reminder. Renewal application sent November 2022. Rec'd certificate July, 2023.
Bi-annually Quarterly	Selective Insurance Renewal, through Moran Insurance Account Manager is Robert Ehm, CLSC 1. Commercial Property Coverage, Commercial Liability Coverage and Commercial Automobile Coverage, Policy #S5243298400, Selective Insurance 2. NFP Directors and Officers Liability Policy and Employment Practice Liability, Policy # MY 1028445, Selective Insurance	Treasurer			
Bi-annually Quarterly	Selective Insurance, Carrier Moran Group LLC Insurance Agent: Moran Insurance: Robert Ehm, CLCS Account Manager Policy 1. #S243298400, effective 5/27/2020 Policy 2. #MY102844500, effective 5/22/2020	Treasurer	1.Commercial Property Coverage, Commercial Liability Coverage, Commercial Automobile Coverage	2. Not for Profit Management Liability Policy (Part A) NFP Directors and Officer Liability (Part B)	Account Manager: Robert Ehm, 410-384-4882 696 Ritchie Highway, Suite 300, Severna Park, MD 21146 Email: rehm@moraninsurance.com , Fax: 410-544-6834

(See dates)			#S243298400, effective May 27, 2025, \$383.00th, paid quarterly (Total cost: \$1,532.00 /year)	Employment Practice Liability #MY1028 Annual payment of \$1,274 Effective May 21, 2025 Annual payment due June 22, 2025, (Total: \$1,274.00/year)	Dates for payments for both policies vary each year. Total Annual insurance premiums: \$2,806.00 Automatic Payment
Bi-annually	Pay State of Maryland sales tax for GFPS items sold over six-month periods	Treasurer	January and June		The State does not send out a reminder; only a late notice. April, 2026.
Every 90 Days	Check First Aid Kits for supplies that are low and any expired supplies and note these items for replacement.	Garden Chair (Bob Nestruck)	January, April, July, and October		This job should be the responsibility of a Board Member who has a key to the Farm House and Garden Shed. Six new kits purchased in July 2024.
Annually	Check fire extinguishers: 2 in Farm House, 1 in Garden Shed, 1 in Servant's Quarters, and 2 in Storage Container that houses tractor and mowers.	T & S Fire Protection Company of Glen Burnie	Every October		T & S Fire Protection Company of Glen Burnie will contact Grounds Chair Roy Benner each October on his cell phone for extinguishers' inspection. T & S charges \$4.00/extinguisher, \$40.00 travel fee and a \$20.00 Inspection fee. Total approx. cost is \$80.00. T&S phone: 410-760-3958 Done 9/23, 10/24, 10/25 (Needed new fire extinguishers)
Annually	Give membership numbers to CSCIA and file for CSCIA Recognized Organization and sign up for their Sign board for events.	Membership Chair	Every September		80% Cape Residents
Annually	Request CSCIA Signboard postings for 5 GFPS events for the coming year.	Membership Chair	Every October	\$250.00	Does not include cost of posting concert dates. This must be done separately at a cost of \$25/for 3 days and \$50 for 7 days.
Bi-Annually	Post Facebook posts in "I live in Cape St. Claire", "I live on the Broadneck" and "I live in Revell Downs" encouraging residents of these areas to join GFPS.	Communications Chair	June 15th and January 15th		Increase membership and introduce area residents to Goshen Farm and the goals of GFPS. Events Chair posts events to all three groups.
Annually	Pay Google \$19.99 for 130 gigabytes of storage on Drive	Treasurer	December 15 th	\$19.99	Automatic Payment
Annually	Transfer 25% of net income from GFPS checking to "dedicated" Farm House account.	Treasurer	After Tax Return is accepted, Treasurer calculates 25% of net and reports this figure to the Board. Then transfer occurs.		The GFPS Board approved moving 25% of net income each year to the dedicated Farm House preservation and restoration fund starting December 2018. Must wait until receive Tax Returns so we know GFPS net income for the year. Treasurer transferred for 2019 (with corrections), 2020, and 2021 to savings account. In 2022. Treasurer transferred on 12/20/23 for 2022. Treasurer transferred on 05/2024 for 2023.

					Treasurer transferred on 03/25 for 2024. Treasurer transferred on for 2025.
Every 10 years	Replace surge protector in electric panel	Building & Maintenance Chair	April, 2028		Surge protector installed by Paxson Lightning Rods Inc. of Westchester, PA when installing the Lightning Protection System. Installer recommended replacing surge protector every 10 years.
Annually	Honeybee Colony Registration Maryland Department of Agriculture Plant Protection and Weed Management Section 50 Harry S. Truman Parkway Annapolis, Maryland 21401	Beekeepers (Erik Wallace)	January 1		GFPS Beekeepers are Erik Wallace, Kassie Shetler and Joyce Gooldy. Erik Wallace receives the recertification forms in December at GFPS mailing address and completes for our total number of hives. GFPS receives the certification in January. When the recertification forms are received in the mail, they should be given to Beekeeper, Erik Wallace. The Secretary keeps a copy. Rec'd for 2023 (no copy for Secretary). Rec'd for 2024. Rec'd for 2025.
Annually	Prepare for Annual Membership Meeting	Board	October		Chair budgets (secretary also sends budget)sent to President and Treasurer, Annual budget for next year ,any By-Laws amendments approved by the Board, ballot for Board vacancies, previous year's Annual Meeting Minutes, Chairs' annual report, Chairs Annual reports summary