Goshen Farm Preservation Society Board Meeting

September 16, 2026

Called by:	GFPS Board	**Type of Meeting:**	Board of Directors
Facilitator:	Erik Wallace, President	**Recorder:**	Zoom, Sharon Biondi
Date:	September 16, 2026	**Time: 7:30 PM**	7:36 PM
Location:	Via Zoom	.	
BOD Attending:	Erik Wallace, Barbara Morgan, Roy Benner, Becky Benner, Terry Brandon, Bob Nestruck, Sharon Biondi, Linda Páez, Christy Folderauer, Lori Runk and Shannon Beauchamp Lepthien		
Members/ Guests Attending:	Lou Biondi and Stephanie Tuckfield		

1) Call to Order
   a) President Wallace called the September 16, 2026 Board Meeting to order at 7:36 PM. Erik established we had a quorum.
   b) The Meeting was held on Zoom.
2) Acknowledge Members and Guests.
   a) Erik welcomed the Board Members present, Lou Biondi Building & Maintenance Chair and Member Stephanie Tuckfield. Jessie Corliss, and Dirk Schwenk were not present.
3) Requesting changes or additions to the agenda from Board Members
   a) Becky asked if the recordings of the last Pavilion committee meeting should be "cleaned up". Erik responded, "No."
   b) Becky asked when the New GFPS logo would be available to use on her letters to people who have paid for new Memberships or renewed their Memberships. Erik stated that Becky should use the current logo in her letters.
   c) Barbara asked to discuss a potential plan to sell Ann Brice Worthington's hard copy book, Goshen Farm 1853-1935: The Tydings Brice Family, A History and Extended Memoir. Barbara was looking into other versions such as a digital version. Added to section 10. New Business, item h.
4) Update on concerns regarding the Mitigation Plan by DPW (Stephanie Tuckfield).
   a) Stephanie stated that in addition to not being permitted to contact Brian Mui or DPW directly, she has concerns which she would like to make GFPS aware.
      i) She stated that the path from the CSCES ballfields leading to the Farm meadows has been cleared and new mulch put down. The path is now uneven and she feels dangerous for those using it.

ii) Stephanie also wanted to know when the next round of herbicide spraying will start. (Herbicide spraying is being redone because of the Pokeweed sprouting in the areas previously thought cleared.)

iii) Roy stated that he would walk the trail from the ballfields to the meadow and check it for safety.

iv) Erik stated that he believes the second round of herbicide spraying will be starting the week of September 30th. (Roy stated that the herbicide spray signs are up in Areas D and E.) Erik will check on dates and let Stephanie know.

5) Officer Reports / Comments

a) President (Erik Wallace – Provided under separate cover)

i) Erik updated his report by adding that he had a telephone meeting with JoAnn Lamp to discuss the Pavilion Project. He shared Jessie and Shannon's work-up for a new fundraising campaign to fund the Pavilion Project. JoAnn was very excited about the fundraising plan. She may be willing to donate another $60,000.00 to this project.

(1) Erik stated that JoAnn would like to attend the GFPS Open House on September 19, 2026. Erik and Roy will work on her transportation.

(2) Becky brought up the issue of a need for a transport vehicle at the Farm for those visitors who are unable to walk around the Farm property. There was no additional discussion at this time.

b) Vice President (Barbara Morgan – Provided under separate cover)

i) Barbara stated that she received the proposal from Maryland Nonprofits. Barbara has been negotiating with Maryland Nonprofits to reduce the cost of the proposal by eliminating or reducing those components that she feels are not critical. She is trying to trim the services in the proposal to have all or most of the cost covered by the Maryland Historical Trust Museum Assistance Program (MAP) Grant. To date, Barbara has trimmed the proposal and sent it to Erik, Becky and Jessie for review. The cost of this trimmed proposal is $4,620.00. Barbara reported if the succession planning component is included, the cost would be an additional $2,640.00 for a total of $7,260.00. Barbara will meet with Maryland Nonprofits again possibly on September 18th.

ii) As relates to the research into less expensive storage facilities, Barbara is looking into the cost of a shipping container and a split AC unit to store on the property. Barbara updated the cost of converting a shipping container to a storage facility. Estimated costs are: Shipping container ($1,299 - $6,200), rigid foam board insulation for a 20-foot container ($1,200 - $2,500), Mini 1Split, (12L BTUO $1,500 - $3,000 installed, transporting to the Farm (undetermined).

Barbara believes that this investment would pay for itself in two years, especially if the cost of our two storage units continues to increase.

iii) Barbara would like to be more proactive to sell GFPS merchandise. She hopes to have merchandise on the website with emails of who to contact to make purchases. Shannon is working to add this information to the website.

iv) Roy had a question on the times for the tours of the Farm House on September 19th. Barbara gave him the times for Fall Open House Tours of the Farm House.

c) Treasurer (Christy Folderauer – Provided under separate cover)

i) The total in the GFPS checking account is $106,666.79 as of August 31,2026. The total in the savings account is $114,991.58 as of July 19, 2026.

ii) As regards issue of non-compliance, "Delinquent" per Maryland Secretary of State, for reporting on Nonprofit Status that Jessica reported in June, Christy reported that she contacted Charities and Legal Services, Charitable Organization Division for the State of Maryland. Christy was told by Trysten Mosley what was needed for updating. After Christy spoke with Kimberly Smith, Christy submitted this information on the form sent to her for 2018-2025 in September. GFPS is still in Good Standing with the State of Maryland. This report was last completed in 2017 by the previous Treasurer. The State of Maryland does not send out a reminder. This action is on the Recurring Action Items Chart (now in red ink).

iii) Becky asked about Economy Pest Control payment. Christy stated that GFPS had not received an invoice for June or July (the invoice came in on July 31st and was paid automatically on August 4th).

iv) Becky also asked for how many Ring Cameras are we being billed. Erik explained that we are being billed $211.99 per year for Ring Services and a monthly fee for each of the three Ring Cameras installed ($3.18 per camera).

v) Christy stated that the Summer Acoustic Concert Series brought in $1,303.00 to GFPS for the series after the bands were paid.

vi) Phil Runk will give GFPS the money Cape Music JOM made for their summer Jamming and Open Mic concerts in December when Cape Music JOM does their raffle drawing at the annual CSCIA Christmas Tree Lighting event on November 29, 2026.

vii) Christy reported that Statewide Septic finally has their billing issue resolved and will send GFPS a bill in September for the port-a-pot servicing.

viii) Christy also reported that Axis Church donated $75.00 towards the extra port-a-pot rental for their breakfast meeting and service. GFPS will need an extra port-a-pot for the Wine Down at the Farm and Silent Auction event, so Barbara

suggested GFPS share this cost of $100.00 between Axis Church and GFPS. Axis Church will pay $75 and GFPS will pay $25.

d) Secretary

e) The Secretary had nothing to report.

6) Review and approval of Meeting Minutes

a) Review of July 15, 2026 Minutes

i) **Becky Benner made a motion to approve the July 15, 2026 Board of Directors Meeting Minutes. Bob Nestruck seconded. The motion passed unanimously.**

b) Review of August 19, 2026 Minutes

i) **Becky Benner made a motion to approve the August 19, 2026 Board of Directors Meeting Minutes with one correction. Linda Páez seconded,** and discussion ensued**. The motion passed unanimously**.

7) Review of Action Items (Secretary – Provided under separate cover)

a) **(Action Item: 723-07-26)** Investigate POD prices and time constraints. This action is **CTD**. (PODs are not rented for long periods of time so no help for storage option.) Add new **(Action Item: 728-09-26) Investigate cost of shipping containers as an option for storage for GFPS.**

b) **(Action Item: 727-08-26)** Add contact information for questions to DPW regarding the Mitigation Plan (found in August 2026 Meeting Minutes) to the GFPS Facebook page. This action is **CTD**.

8) Committee Reports (Two-minutes maximum – Highlights)

a) African American Heritage (Linda Páez - Provided under separate cover)

i) Linda spoke with Ralph Johnson at Asbury Broadneck United Methodist Church. With Ralph's help, she is trying to find out if Polly Johnson, a slave who escaped from Goshen Farm in 1833 is related to Ralph Johnson's family.

ii) Linda received an email from retired State Assistant Underwater Archeologist, Bruce Thompson regarding using ground penetrating radar on Goshen Farm's land that was cleared by DPW during the Mitigation Plan. Bruce encouraged GFPS to pursue this as there is grant money available now. Linda has an appointment this week with Bruce Thompson for further discussion.

b) Building and Maintenance (Lou Biondi – Provided under separate cover)

i) 2020 Capital Grant

(1) Lou reported that he submitted the Contract Eligibility Request Form for BoHan Contracting to Department of Government Services and it was approved a few hours later by the Maryland Department of General Services Capital Grants and Loans. Once he sends proof (back and front copies of this check) that GFPS paid this invoice of $3,700.00, GFPS will be

reimbursed. Next, Lou and Christy need to set up BoHan Contracting for direct payment of future invoices.

(a) BoHan Contracting said the First Floor Foundation Stabilization (FFFS) would take 60-90 days. Lou noted the deadline for final report for the grant is June 2027.

(2) Lou will submit the same documents for Keystone Foundations and will then submit GFPS request for reimbursement for two invoices totaling $29,000.00.

(3) Finally, as relates to Baldwin Building Consultants, Inc., specifically Jack Wotell, PE, who has been serving as the consulting engineer for the project since Peter McConaughy retired, Lou will be processing the GFPS request for reimbursement for his initial invoice for $3,740.00.

ii) As relates to the 2026 Legislative Initiative Bond Bill

(1) The Maryland Department of General Services Capital Grants and Loans Intake Form was submitted on February 27, 2026. Additional forms need to be submitted. Lou will begin working on those after the forms and reimbursement requests are completed on the 2020 Bond Bill.

iii) Lou also stated that he had received a response from his email to Alexis Croft regarding submitting invoices related to the 2020 Capital Grant. He did find out that our original 2020 grant submission and all that followed with invoices and payments was lost in the administrative "Submittable" changeover. It all had to be reconstructed and was reapproved six weeks ago in June 2026. He can now submit the forms required to get reimbursement for outstanding invoices with the information Alexis provided.

c) Communications (Shannon Beauchamp Lepthien - Provided under separate cover)

(1) Shannon has been focusing on Fall Open House publicity.

d) Education (Terry Brandon–Provided under separate cover)

i) Terry reported that the visit from Chesapeake Montessori School (CMS) for 2hours with 26 students and 2 teachers went well! He would like to create a permanent group of four Hosts to give educational presentations on various aspects of Goshen Farm and make sure they are trained to do this on a regular basis. The hosts would be responsible for setting up, greeting and breaking down after the group leaves. Discussion ensued on ways to identify "hosts" giving these presentations. Lanyards and badges/name tags were suggested as well as making sure that each host had a GFPS tee shirt.

ii) Becky suggested that there be a sign-up sheet at these types of educational events. In this way GFPS can track number of visitors (and possibly names and contact information from adults).

iii) Erik asked Lori if she would take creating these lanyards and name tags as an action Item. Becky suggested that Lori contact Lou as he has created name badges in the past and has a template. **(Action Item: 729-09-26)**

e) Events (Barbara Morgan - Provided under separate cover)

i) Regarding the Wine Down at the Farm and Silent Auction event (August 29th), Barbara reported that the event brought in $7,425.68. This was compared to the $6,308.41 realized in 2025. Christy and Barbara would like to donate the proceeds towards the Pavilion Fund. Becky asked if Barbara will be sending out a Reconciliation Sheet. Barbara or Christy will send this out to the Board.

(1) Sharon reminded the Board that as in the past, Event Chair(s) or other Chairs who fund raise can ask that the proceeds go to a particular restricted fund project. Sharon's concern is that we have had several fund requests that were not in the budget for 2026 and payment will be coming due. One is the Logo/Branding cost and the other is the termite spraying for four Farm buildings from the Grounds Committee Chair, Roy Benner. This cost is not born under Grounds Committee but rather the Building & Maintenance Committee which does not have this in its budget. Erik will look at the overall budget with Christy before a decision is made on whether to donate these proceeds to the Pavillion Fund.

ii) Becky stated that when she attended the September CSCIA Board of Governors Meeting, Adam Harris, President asked for a Moment of Silence for the passing of Stanley Synowczynski and his wife Linda from a gas explosion at their home on Green Holly on August 19th. Linda died immediately and Stanley died later at the Johns Hopkins Bayview Burn Center in Baltimore. Becky noted that Stanley's family was considering holding a Celebration of Life at Goshen Farm for Stanley and Linda who were intermittent Members of GFPS. Stanley often helped Roy work on machinery at the Farm.

(1) Barbara reported that she sent Stanley's son James a text stating that she had sent him the GFPS Event Use /Rental Application and Agreement forms and to disregard the section on fees as the Board had approved "no fee" for the event. Barbara has not heard from James. Roy stated he heard from Stanley's daughter, Jennifer, and they were now considering a Celebration of Life at the CSCIA Clubhouse.

iii) As relates to Fall Open House (September 19th; rain date October 3rd), Barbara sent out reminders to all volunteers who signed up to work and is working on the signage for the event. Barbara also responded to Becky's question regarding the walkie-talkies – Barb has them and she will pick up new batteries.

f) Financial Development (Jessie Corliss - Provided under separate cover)

i) Jessie could not attend the Meeting.

g) Grounds (Roy Benner - Provided under separate cover)
   i) Roy corrected his report to state that he cut the rapidly growing lawn four (4) times during this reporting period due to the multiple rainstorms we have had.
   ii) Roy believes that it is highly likely that Childs Landscaping Contractors will postpone the planting of the native trees and native bushes until the fall of 2027.
   iii) Roy reiterated that he will check the trail tomorrow that Stephanie Tucker had stated was unsafe. Related to the Mitigation Project referred to by Stephanie earlier in this Meeting, Linda asked Erik what herbicide would be used for the end of the September spraying. Erik will check on this and get back to Linda.
   iv) Terry asked Roy if he was still considering having an identified group of Members who can open up the Farm for events. Roy responded that the issue of giving out extra keys, keeping track of who has keys, who has turned the keys back in when they become inactive and training on the alarm system in the Farm House are concerning him. Becky added that this is a valid concern as the CSCIA is having a problem keeping track of people who have been given keys to the Clubhouse over the years. Sharon added that putting the locks on the gate for the fence around the Farm House correctly is another concern to consider.
   v) Discussion ensued on changing the configuration of the locks. Erik added that maybe it is time to consider taking down the chain link fence around the Farm House now that we have security cameras capturing this area. Roy suggested that we leave the gates open for a trial period to see if vandalism occurs. Erik thought that when we have all the security cameras recording, this would be a good idea.

h) History and Research (Vacant)

i) Membership (Becky Benner - Provided under separate cover)
   i) Becky reported 228 Membership Units as of the September 16, 2026 report.

j) Security (Dirk Schwenk - No report submitted)
   i) Dirk was not at the Meeting.

k) Sharing Garden (Bob Nestruck - Provided under separate cover)
   i) Bob reported that there was not enough produce to donate to My Brother's Pantry this month but he will have squash, jalapenos and poblanos to donate in October.
   ii) Erik stated that there was news about the Henson-Hall Garden (HHG) and this would be a good time to discuss this. Tracy Smith, who has been managing all aspects of this Garden for many years, has decided she will no longer be involved with the HHG in 2027. She has been unhappy with the continuous problem of some Sharing Gardeners not weeding their plots. This has led to an

increase in the spread of multiple types of weeds in the Sharing Garden as well as the HHG and a huge increase in her workload for the HHG. Tracy will continue to be a Member of GFPS and is gathering and labeling seeds for whomever takes over the HHG in 2027.

(1) Terry feels that Tracy has researched and collected an enormous amount of information related to the history of enslaved people in America, HHG's history and plants included in the Garden. He suggested that the Board should reach out to her to help create a manual on this information.

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

i) Lori reported that she attended the Maryland Environmental Literacy Advisory Network (MELAN) meeting on September 8th. This was a meeting to introduce members in the network and discuss the mission of MELAN.

ii) The Broadneck Library meeting for training on the Google Shared Drive went well. Those Board Members who attended felt this training was helpful.

iii) Lori would like to plan a recognition event for our Goshen Farm volunteers. Lori and Jessie will meet to discuss plans and possible dates. They might want to have this event for volunteers and donors. This event will be discussed under New Business, item h.

(1) Shannon asked Lori if she could get a list of potential attendees as Shannon would like to do an article highlighting the event in the November issue of The Caper. Shannon needs this information by October 8th. When Lori has time, she will send this information.

(2) Lori reported that all the time slots for volunteers for Fall Open House are filled except two. Lori has not signed up to volunteer so she will help with coverage.

(3) Lastly, Lori just sent Christy a link to order some Goshen Farm lanyards.

9) Old Business

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

i) This was covered under Section 4, items i - iv.

b) First Floor Foundation Stabilization (FFFS) RFP

i) This was covered under section 8, item b.

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

i) Erik will talk to Roy about the status of this grant. We need to get a final updated version of information on the project to Stacy Montgomery, Capital Programs Administrator Maryland Historical Trust/ Maryland Department of Planning, stacy.montgomery@maryland.gov (phone: 410-697-9559) regarding contractor bids so that we can move forward.

d) 2026 Legislative Bond Initiative Bill - $80K proposed for Farm House Renovation (Status Update) (Lou Biondi PM)
    i) Covered under Section 8, item ii,1.
e) MAP Grant / Records Management: Status
    i) Barbara was supposed to meet with Maryland Nonprofits on Friday, September 18th but this was cancelled. Erik and Becky asked if this meeting could be rescheduled for Thursday Morning (17th) at 9AM. Barbara will try to set up this new date and time.
f) Parole Rotary Foundation Grant – Status (Terry Brandon, PM)
    i) Terry reported that he gave 27 take-home kits as part of the grant design. Joey Peregoy is still working on adding equipment to the Hoop House. Roy and Joey put up a new shade cover over the Hoop House which will control the temperature extremes in both summer and winter.
    ii) Terry and Christy will be meeting to track expenditures from the grant.
    iii) Becky offered to donate quart Mason jars to use for the take-home kits.
g) Termite Control (Farm House, Milk House, Tenant House and Servant's Quarters)
    i) Roy contacted four companies and the bids were between $3,000.00 and $3,500.00. Roy believes GFPS may want to postpone approving the contract and the termite treatments until January 2027 and add this cost to the new 2027 GFPS Budget. Erik will look at this as an option.
h) Farm Equipment – Fred Doepkens (Grounds)
    i) Linda reached out to the Doepken family. The family made the decision to donate all of their farm equipment to the AA County Farm Museum. Erik visited the AA County Fair and took photos of some of the equipment donated that will be moved to the museum.
i) Logo Conversion / Branding Guide
    i) Shannon reported on the Zoom meeting with Jim Vranas, the brand and logo designer and owner of Life Creative, and Board Members that had questions. Shannon stated that Jim answered questions and clarified some issues. The total cost will be approximately $3,000.00. Shannon will make a motion to accept Jim Vranas's proposal and bring this up for a vote by the Board under New Business, item b, i-iii.
j) Ground Penetrating Radar (Linda) – Status / Update.
    i) Linda is in the process of getting more information from retired Assistant State Underwater Archeologist Bruce Thompson. See Section 8, item a, ii.
k) Storage Container options (Barb/Christy) – Update
    i) See Barbara and Christy's updated figures under Section 5, item b, ii.
l) High Interest savings options (Christy) – Update

i) Christy stated that early research revealed First National Bank (FNB) has a nine-month CD that is yielding 3.25% interest. There is no minimum deposit. We can make one withdrawal per month and must leave $500.00 in the CD so there is no penalty. Erik is also researching possibilities.
ii) Christy still wants to check on tax implications for nonprofits for the above and what change there will be in recording these figures in our accounting system.

10) New Business

a) Review Event Use/Rental Application and Agreement (EURAA) Log and any new Event Use/Rental Applications (Events)
   i) Barbara sent out an Event Use/Rental Application and Agreement (EURAA) to James Synowczynski regarding the Celebration of Life at the Farm for his father and mother.

b) LOGO Branding / Identity Proposal
   i) **Shannon made a motion to approve the logo / branding guide proposal from Jim Vranas of Life Creative for $3,000.00. Barbara seconded.** Discussion ensued. Terry asked for a synopsis of the proposal. Shannon reiterated the purpose of updating our logo in various formats and of using the branding guide as a manual. This will help her do her job as Communications Chair. Jim will give GFPS the digital assets that can be print-ready or digital-ready for use.
   ii) Becky and Lou stated that GFPS will have a manual for when and how to use the various formats of our logo and the branding guide for GFPS Board Members and any other outside partnerships using our logo. This will be used by the Communications Chair and other Chairs in the future.
   iii) **The Motion carried unanimously.**

c) Pavilion Project / Committee Restart and Status Update
   i) Jessie asked Erik to add a Board vote on proceeding with the E. Joseph Lamp Pavilion Fundraising Campaign. Jessie sent a detailed plan packet out to the Board the beginning of this week. The campaign is to start on October 1st through December 1st, using the list of our donors to generate email donation requests. Donations that come in for this campaign to GFPS after December 1st will still be counted within this fundraiser. As a component of Jessie's Fundraising Campaign, Shannon did a "mock-up" of what the fundraising Campaign page would look like on our website. Shannon said that donations made through Zeffy will automatically be updated on the thermometer on this website page.
   ii) The "Sense of the Board" vote was in favor of moving forward with this campaign.
   iii) Christy added that Melissa from Cape Ace Hardware is willing to do a "Round-up" fundraiser for Goshen Farm. She has already promised The Children's

Vehicle Network a fundraiser next month. Melissa may be able to do this fundraiser for Goshen Farm in January 2027. Melissa will get back to Christy on this fundraiser. This fund raiser could be used toward the Pavillion Fund.

(1) Shannon again reminded the Board that the Pavilion Fundraising Campaign does not have to end on December 1st . Other donations that come in after January of 2027 would still be added to the campaign.

d) Trivia Night
   i) Per Jessie's request, **Erik Wallace made a motion to hold the fundraiser, Lucky Trivia Night on March 3, 2027 at O'Loughlin's Restaurant. Barbara Morgan seconded it**. Discussion ensued. Erik discussed that last year the event was held at the CSCIA Clubhouse, and the Events Committee had to provide/buy/serve all of the food and refreshments. GFPS made no money on food and beverages and doing it this way was an enormous amount of work. O'Loughlin's provides the food and beverages that attendees order and serves it. **The motion carried.**
e) Strategic/Business Plan: Put Action Item 699-09-25 back before the Board for a revised schedule
   i) Not discussed.
f) GFPS 20th Anniversary celebration – Board discussion
   i) February of 2027 is our 20th Anniversary (Received federal EIN in February 2007). Becky asked if she could have a badge or sticker promoting GFPS's 20th anniversary to put on her renewal and new Member letters. Shannon stated that Jim Vranas can make this badge as a deliverable. Shannon will let Jim know to make this first on his list of deliverables.
g) Insurance Review
   i) This will stay on the Action Items list. **(Action Item:699-09-25)**
h) Volunteer Recognition Event
   i) Lori is working on the list of volunteers and possible dates.
i) Unscheduled/Unauthorized Group visits
   i) Becky stated that this topic referred to a bus of Vacation Bible School students and chaperones who showed up unannounced at the Farm. Roy was working at the Farm at this time and was about to leave. He asked the chaperone what organization they were from, and they said the Methodist Church's Vacation Bible School, and that they had tried to reach out to GFPS but could not contact GFPS. He took time to give the children a quick tour of the Farm House and some of the Farm's special features and then the bus left. After calls to Methodist Churches in the area, Barbara found out that the group was from the Asbury United Methodist Church in Arnold.

(1) Shannon has moved the "Contact Us" button to the top of the Home Page. Erik and Barb also suggested that Shannon put up an invitation to educational and church groups to contact us to arrange trips to visit the Farm. Shannon will put this on the Events Page.

j) Discuss – Reduction of Book Price

i) Barbara stated that we have sold very few copies of Ann Brice Worthington's book: Goshen Farm 1853-1935: The Tydings Brice Family, A History and Extended Memoir. Ann Worthington told Barbara that the book cost $30 – $35 to print; we want to make some money on the sale of the book. Barbara feels that lowering the books price to $45 for Members and $50 for nonmembers might increase sales. Shannon will advertise this book when she sets up the Merchandise Page. Barb will have them for sale again at the Open House.

(1) Erik asked if GFPS has digital rights to this book. If so, could we sell it online? Barbara will contact Ann Brice Worthington's daughter-in-law and ask her about this. If the daughter-in-law's response is "Yes", Barbara will send out an email to the Board with the response and some research on Barbara's part on pricing for digital versions.

(a) Terry suggested that having some pictures from the book could be part of the advertising on our Merchandize Page when it is set up on the GFPS website. Shannon stated that she could do pictures and some quotes from the book on the website and in The Caper.

11) Comments from the Floor

i) Becky suggested that the new Goshen Farm book being finished by the Goshen Farm Book Committee be completed by early 2027 in time for the GFPS' 20th Anniversary celebration. When Lou finishes his push on the 2026 Legislative Bond Initiative, he will resume work to complete this book with the help of the committee and get it to a publisher with whom he is familiar.

12) Adjournment

a) **Becky Benner made a motion to adjourn the September 16, 2026 Board Meeting. Linda Páez seconded and the motion carried unanimously.** The Meeting ended at 9:59 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.
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 new 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	Form an Ad-hoc Committee and 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, Tenant House and Servant's Quarters.	Roy	7/30/26	Working	The last termite treatment of the Farm House was in 2012.
724-07-26	Form a group of volunteers to open the gate and Farm House to provide access to electricity for events and other activities.	Roy	9/30/26	Working	May be causing a burden on those few volunteers who do this.
725-07-26	Investigate high interest accounts for nonprofits in various banking entities for money from the checking or savings accounts GFPS may want to invest.	Christy	9/30/26	Working	GFPS may be able to make money investing funds we have in our savings account on CDs, etc..
726-08-26	Make new signs that say "This Plot Available" for Sharing Garden before Fall Open House	Barbara	10/12/26	Working	Signs for Bob to place in available plots so visitors at Open House can rent these plots if interested.
728-09-26	Investigate cost of a shipping container and equipment needed to create a climate controlled storage area for items now stored in our storage unit.	Barbara and Christy	12/30/26	Working	Commercial storage facilities are becoming too expensive.
729-09-26	Research purchasing Lanyards for hosts at educational events.	Lori	10/30/26	Working	Educational events' guests can easily identify and know names of hosts.

RECURRING ACTIONS					
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 31st **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_ Registration forms for 2018-2025 were completed by the Treasurer in September 2026.
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	Selective Insurance, Carrier Moran Group LLC Insurance Agent: Moran Insurance: Robert Ehm, CLCS Account Manager Policy 1. #S243298400, effective 5/27/2020	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

Quarterly (See dates)	Policy 2. #MY102844500, effective 5/22/2020		#S243298400, effective May 27, 2025 **, $383.00 th, 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 extinquishers)
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 15th	$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