

**Friends of Silverwood Park** P.O. Box 304, Edgerton, WI 53534 [www.silverwoodpark.org](http://www.silverwoodpark.org)  
**Board of Directors** 5:30 p.m., Thursday, August 13, 2015 North Shed at Silverwood  
Park

Meeting Agenda Meeting called to order @ ~5:35 pm by Richmond.

1. Announcements and introductions (**10 minutes**) : **Attendance: Katie Vance-Whitten, Kyle Richmond, John Steines. Excused: Kirsten Almo. No announcements.**

2. Approval of Minutes of Previous Meetings: June, 2015 (**2 minutes**) **Motion - Whitten. 2<sup>nd</sup> Steines. Approved.**

3. Committee/Project reports:

a. Treasurer's Report (Kirsten) (**2 minutes**) Report copy not submitted. Donations have continued to come in following postings in Edgerton Reporter. Able to cover costs for season. Short discussion regarding paying outstanding bills. Exec to address procedure in future meeting. Once yearly budget is established and lien items identified, line will exist for repeating costs such as printing, cover crop, mulch etc.

b. Outreach/communications (Kyle) (**10 minutes**)

i. FOSP presentations to local groups? Planning to host Edgerton Chamber of Commerce in September at Silverwood for their annual meeting. Richmond is working on slide show and Katie on other presentations. Plan tours of gardens and farmstead as construction allows. Event will be catered.

ii. Historians' meeting? Meeting didn't happen. Continue to work toward success of ongoing practice.

iii. FOSP Volunteer recruitment – Working to identify coordinator for volunteers. Would be helpful to have volunteer coordinator position - ideally local.

Each of us needs to continue to find volunteers for variety of tasks. Whitten suggests communications assistant position to assist with Park & Board practice – non board position. Especially helpful with volunteer, contact and business follow up possibly as substitute for volunteer coordinator. Job description submitted for review. Board approves position. Local person in mind who would be very appropriate choice. Consider recruiting as volunteer coordinator.

iv. Website maintenance? - Kyle has made some improvements & updates.

c. Programming (Katie) (**30 minutes**)

i. Long-term Programming

1. Park business plan and lease - County meetings going well. FOSP needs to review with lawyer. Contacting support.

2. School Districts representatives' meeting – Gary Funk? - Need to follow up with Gary Funk again. Have heard nothing.

3. Orchard discussion with Dan Bussey, August 21, TBD - Dan grafts for Seed Savers in Decorah, IA & lives in Edgerton weekends.

ii. Short-term Programming

4. Continue to pursue ideas for Barn Dance, including scheduling musicians. Food supply - could it be internal(provided by FOSP)or catered (external)? Grill or snacks? Beer?

ii. Short-term Programming

1. ESD Freshman Summit – Scheduled Aug 4<sup>th</sup>. Went well.



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Work parties included farm building painter crews (2), wood chip mulching for yard trees (1) and oak tree hay mulching (1) and two trail crews in woods (2). Total of 6 crews. Students enjoyed harvesting peas and beans, then picked winter squash – early! Educational opportunity used to benefit.

2. Painting Silverwood buildings – volunteers will continue to finish. Lost of help from Rita, Angie & Pat of Town Board. Send thank you to all volunteers.

3. Harvest Festival, August 22 – Program set. Tours of gardens and farm site as able (construction limitations in place). Bat presentation scheduled with DNR & UW Extension. New soils display poster from Matthew Miller and team from Minnesota. Land Ethic discussion under oak tree.

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4. Projects:

a. ESD Cross Country trails – Advance plan for 2016. Too late to schedule for 2015.

b. Oak tree wind break – Continue to monitor for rainfall. Season has been good with need for little watering. Survival rate good except for White Swamp Oak which never leafed out after planting and were probably dead on arrival. Need weekly rainfall quantity or watering. Plan for winter protection.

c. FOSP Visitors Garden / Greenhouse - would be nice to have even a small hot house to care for transplants until ready to plant ion garden. Look into possibility of sharing facility on site. Whitten to contact Kevin regarding switch grass round bales. Need assist in moving them. Mulch needed - as much as possible, for trees and eventual orchard space, as well as next years vegetable garden. At least 10 bales. More can be used - again, as many as possible!



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d. Maintenance: Weeds, gardens, cover crop - We've seen how weeds quickly explode in cover crop areas that were not properly seeded. Weeds in FOSP garden are well controlled but weeds in kettle popping up and other weed areas exist in pathways along farm corridors and along gardens. Need to monitor and remind partners of cover crop practice expectations.

d. Master Plan Tracking (John) **(20 minutes)**

i. Lease/contract with Dane County proposal - Lease discussion moving forward rapidly. FOSPO needs to understand basic operating costs that FOSP will assume so that secondary leases can be developed for partners and costs shared.

ii. Meeting with the County in September - awaiting to meet on Master Plan iteration. Subsequent meetings on lease to be scheduled as well.

iii. Extension services questions - Claire reports that she is done with cover crop as funding has ended so FOSP & Partners will be responsible for ongoing cover crop practice. Tractor and gas purchase maintenance now monitored by FOSP, not extension.

iv. Unsure of next steps regarding sharing County rules on fundraising, sublease and sales. Sales seems to be expected, but sublease of partners to others is not allowed. Need to understand fundraising rules. Not aware that County has contacted existing partners with fundraising policy after asking FOSP not to move on contacting. At some point, FOSP will need to share information it has to make 2016 planning effective for all. This sharing needs to be considered a courtesy.

e. Grower Partners/Ag. Committee (John) **(5 minutes)**

i. Policy & Procedures Manual - need to fold Farley documents into FOSP draft materials to improve. No decision on how to make this happen. Will continue to operate as draft material for some time as we come to more fully understand practice on site and specific site conditions.

ii. Park Partners communications regarding fundraising - This information remains to be communicated. County asked that FOSP withhold, form communicating but has not taken the lead in communicating. FOSP Lease discussions have changed discussion parameters. Situation is still evolving. FOSP still not adequately clear on County practice so will seek more clarity in ongoing discussions. Once FOSP has Lease - FOSP will set rules. Successful market grower is a desired goal as an educational component of farm park.

f. Development/Fundraising **(20 minutes)**

i. Fall Barn Dance? Fundraising dinner? Silverwood Park run? - None of these scheduled at this time. Time running out for planning with anticipated change in weather. Expect postpone on most/all until next year. Run will occur next year.

ii. Edgerton Chamber of Commerce reception & tour, September 23 - (from 3bi): Planning to host Edgerton Chamber of Commerce in September at Silverwood for their annual meeting. Richmond is working on slide show and Katie on other presentations for Chamber. Plan tours of gardens and farmstead as construction allows. Event will be catered.



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iii. Engaging with Paula Carrier and other community members – Paula volunteered to teach us how to fund raise.

iv. 2015 fundraising and budget – Can we have a draft budget of current expenses ready for future business meeting to understand and build our annual budget? IS expected that this year of growing will help define changing cost projections and ability to estimate future costs. Need to build estimates into discussion with County and potential partners for sustainability

g. Organization (Kyle) **(15 minutes)**

i. New Board member recruitment? All members need to continue to seek qualified candidates to build capacity. Emily Halapatz still engaged but changes in computer system at her work and work site expansion require attention there right now. Has been developing list and materials for new board member orientation packet.

ii. Board of Directors development and orientation with County staff - Aiming for a meeting in September/October with Advisory Board. Need to discuss business plan, new Lease discussion and other long-term practice.

iii. Formation of Board committees – Need more members to make this a reality. Committees would lessen work of board when accomplished.

iv. Continue to follow up with Gary Funk regarding area school districts partnering at Silverwood. No response to emails to date.

v. Ask Derek Nimmer if he would be able to help lead & draft business plan? Whitten to contact and ask.

4. Next Board meeting: Date and Items for Agenda for September meeting **(5 minutes): TBD**

5. Adjournment – Motion Steines, 2<sup>nd</sup> Whitten. Approved 7:25 pm

