

Friends of Silverwood Park

Meeting Agenda 5:30, Monday, October 14, 2014

Town of Albion Hall, 620 Albion Road, Edgerton, WI.

Call to Order, and Introductions (3 minutes): 5:36 PM Call to order by Katie Vance-Whitten. Donna Skau & John Steiens in attendance. Kyle Richmond excused. Kirsten Almo arrived late at 6:15 pm.

1. Approval of previous meeting minutes (2 minutes) Motion – Donna Skau, 2nd - John Steines
2. Nomination and election of new FOSP Secretary (10 minutes) – Job descriptions - draft; John Steines nominated self, 2nd Donna Skau. Approved.

3. Reports

- a. Treasurer - Donna Skau (5 minutes): \$1007.15 in account. No expenses reported since Sept but several pending.
- b. Outreach Committee – Kirsten Almo (5 minutes) –Nothing to report.

c. Organization Committee – Katie Whitten (10 minutes) -

i. New FOSP Board of Directors possibilities: Freedom Inc identified potential board member who is not able to start prior to November. Use Board Application Form and create vetting process to include interview by minimum of two of Executive Committee prior to placing nomination before full board. A recruitment committee will eventually perform initial vetting and refer nominees to FOSP Board with review.

ii. Liaison from ESD and OFS: Need liaison to board. Contacts do not need to be board members, but need to be identified and communicate with regularity, including attending meetings. FOSP needs to identify goals for expanding board. Nominees need to be committed to make a difference in all aspects of Silverwood Park, not simply represent an interest group or partner.

ii. FOSP Board of Advisors: First meeting, 6-8 p.m., Wednesday, October 29

d. Recap of Silverwood Design Charrette (see attached CHARRETTE summary)

– Sept. 25 (5 minutes): Went well. Kudos to FOSP for quality of Principles of development. Kyle Richmond submitted three comments correcting that document, including detail that we don't know the size or number of identified needed buildings at this time.

4. Planning for Oct. 27.14 meeting with Dane County staff (20 minutes)

Meeting only with FOSP Board, not other partners.

Agenda:

Check in.

Caretakers House – short term use & then revisit it, gutted in 1960-70's, Asbestos issue – no lead paint, seal the outside, Bid estimates – Nelson Young business. Excellent location as a guard house or oversight location as visual exposure of park entry and core areas very visible. Can see very far from second floor.

Communication Flow & Management:

Colloborative/equal partnership needed with flexibility on planning to incorporate range of vision and evolving needs.

FOSP – lead for scheduling / County needs to be modeling that behavior with partners

Claire & Ag Team – job description - Does FOSP & partners understand Claire's role? How does County view Claire's position in communication chain (as relates to FOSP)?

Working relationship is one where partners feel contributions are valued, not overlooked. Working relationship is not just showing up for meetings.

FOSP – in charge of produce acreage planning & scheduling (per Rhea) - function as umbrella group for all park activities/scheduling

How will Advisory Council function to supply needed guidance on business and ag related park planning & implementation?

Planning for Oct. 29 meeting with Board of Advisors (AB) (15 minutes)

Need full fledged plan.

Prior to meeting prepare brief bio summary for all attendees (FOSPB & AB) – three sentences.

Distribute map, document, website and facebook links for AB to self familiarize. Kirsten to communicate with AB prior to meeting. John to get copy of contact info so we can get links to team in advance. John & Kirsten to develop evening plan and distribute to FOSP Board for comment goal of document completion by Oct 21. Need feedback of full board for final direction.

Prepare cover letter addressing primary issue as viewed by FOSP (welcome & setting the stage, including both concrete and out of box, big idea thinking sought). (J & K draft, K V-W signature)

Bring nametag materials.

Prepare number system for small group activities arranged so that all members will be in small group discussion with all other members at least once.

~30 minutes: Get to know you activity – start with circle get to know – with use of gourd as talking stick. Short presentation on passion individual brings to Silverwood and specific skills individual hopes to share with FOSP.

4 or 5 small 12-15 minute group discussions (4 x 15 minutes or 5 x 12 minutes = 1 hour) with minimum of one FOSP Board Member at each table throughout. Mission/Vision/Goals at every table. AB individuals rotate between all tables. Need timekeeper. Identify lead issues to be discussed (such as – not finalized, structure fairly specifically and build in wild card/out of box component request):

a. Inclusive business model creation & implementation (opportunities, challenges, who, how, when...target completion specifics)

b. Current on the ground evolution toward goals in growth (getting from here to...how to manage within existing constraints – small friends group, limited staff time, staff expertise in recreation not ag, big dream vision vs perceived realities)

c. \$ - financing vision

d. Priority setting within big dream framework (sequencing)

e. Operations of AB with FOSP – how do we best make this ‘new model’ successful in providing guidance expertise uniquely needed at Silverwood?

ix. 25 minutes wrap up/report out

what I heard from AB (FOSP)/What I heard from FOSP (AB)

what changes or what is reinforced for me from what I learned this evening

c.

Recommendations to build positive inclusive practice/Final words

6. Discussion of support

possibilities for park facilities (20 minutes) – post pone until estimates in from weekend inspections.

7. Discussion of 2015 Garden plot Lease, guidelines/expectations for growing partners. (10 minutes): Reviewed attached lists (see: DRAFT 2015 FOSP guidelines, expectation idea list for discussion A-C) for similarities and structure. Discussed need for written procedures, as new partners need to have available information to function effectively. Continue to develop document with target of contract leases ready to sign by Jan 1. Include positive language which supports learning and successful participation.

8. Dane County Budget: Capital budget items for Silverwood. (10 minutes) Dane county budget; a. Look into Borrow Pit restoration as prairie with nut tree mix included – Hickory & Hazel nut mix.

b. Begin work on Silo Lookout Tower (Parks wants and kids really want).

9. Other business? (5 minutes) campus map and exploration of kettle flow - using kettles to north of homestead as campus for earth sheltered structures, separate adjacent buildings for dorm/rooming space & apartments for research and artist residencies (Sterling North Chair)/animal care staff & other short term on site partner needs and Charter School concept – what is proposed/envisioned number of students, age range, and how do needs of elementary – high school student learning styles dictate different structural facilities and placement? Visualize how outer land is accessed for kettle comparison, growing options, contour cultivation & sustainable practices. Need additional signage for partner areas so all understand.

10. Set time, date of next FOSP meeting (5 minutes) 5:30 pm, Tuesday, Nov 11 (Veteran’s Day) at Albion Town Hall. Adjourn: 7:35 Motion John Steines, Second Katie VW

Not addressed - DONATION: Two Fanning Mills owned by Dr. Ritz Haque, neighboring farmstead to Silverwood. Wants to donate to Silverwood.

DRAFT 2015 FOSP guidelines, expectation idea list for discussion A-C

A) General

- Keep plot weed free
- ? No Sales - OR - 50% to FOSP for any allowed sales (sales allowed under these conditions...) – two different leases
- Keep shared storage area clean & organized - signage
- Actively participate in public/partner educational events with partners and public (be present & prepare materials/presentation) - these include annual events (minimum three per year once schedule fully established - for now 1-3 may be planned): Spring partner..., Summer Open House, Fall Festival, Fall partners
- Respect all partner participation
- Park on gravel not under trees (rot drip line) or on mowed grass areas (FOSP will enlarge gravel parking where grass has grown into gravel)
- one vehicle per partner allowed into field for access and transport – only two vehicles in field at one time
- Training required before use of tractor allowed (specifics....see equipment use checklist and documents)
- ? Participate in FOSP committee - Ag/Trails/Displays/Tours – active liaison
- Identify board contact for representation to FOSP (does not require each partner have a board member but each partner needs to have a liaison who actively communicates with FOSP Board for scheduling and addressing issues)
- Building usage (specifics with mapping)
- Park experience (trails access & practice, leased lands respect...)
- Chemical use: FOSP will address future viability of conventional ag vs organic in relationship to sustainable vision

B) Updating item list regarding partner expectations (Not all of this need be in contract, but it all needs to be listed somewhere and referenced as operating procedures)

- Chemical use: Complete separation of organic and conventional production required. Any chemicals need to be locked and secured for use by licensed responsible adult. Storage - no ag chemicals stored on site.
- Pump house and water usage - make sure you turn water off after use. Well capacity limited so once we run out of water, we may be out for rest of summer. Preserve resources.
- Produce wash stations set up temporarily next to concrete platform. Assemble and dismantle instructions per team leader.
- Hand washing station set up near porta potties for sanitation.

Shared materials – what equipment is available, cover cropping seeds, spell out what is provided

Wire Cribs Cribs: Used for annual art installations Ten Variations On A Theme.

Buildings:

- There is a map with buildings listed on it at:
http://pdf.countyofdane.com/lwrp/parks/silverwood/Existing_Buildings.pdf
- South metal shed is locked storage.
- North metal shed houses cold storage structure, OFS workspace, Freedom Inc workspace, FOSP materials and picnic tables and benches for park use.
- Pig barn/shed is tool storage for partners.
- Bat House has real bats in it. They are not to be disturbed.

Corn crib generation #2 (middle structure) - Artists store ladders & some supplies in west wing of second corn crib, central corridor is shaded picnic and meetings space during season close to fields.

Tall corn crib is preserved as is.

Do not disturb soil near any buildings.

No dogs allowed in garden / produce areas

We expect you to participate in scheduled event. We understand that schedules have conflicts, so please let us know if you are unable to be present.

Events:

Spring Open House - tbd

ESD Freshman team day,

Aug Open House

Harvest Fest - tbd
Pumpkin Fest - ESD

...
C) Guideline expectation ideas

- 1) Educating the public
 - a. Adhere to FOSP Public Education Event Calendar
 - b. Member and regular attendee of 8 acre committee and Education Day's Committee
- 2) Collaboration
 - a. Respect and courtesy to others in the planting fields and throughout the park
 - b. Your support and attendance of Education Day's Committee and Education Days
- 3) Initial Plot Approval for 1st year probationary period
 - a. Consult with Claire on a crop and mapping plan for your plot.
 - b. Present plan to the Produce Committee for mapping/placement and further suggestions.
 - c. FOSP Board approval.
- 4) Land Agreement Approval
 - a. 1st year probationary period
 - b. Yearly review by Clair with referral to FOSP Board
 - b. Yearly review by Produce Planting Committee with referral to FOSP Board?
 - c. Yearly approval of FOSP Board

Initial references/documentation of your capabilities

a. Agriculture

- e. Teaching/Educating others
- c. Working with groups collaboratively
- d. Keeping a neat and orderly land plot

What kind of guidance and assistance is available & how is that accessed.

7) If planting partner plans to receive income from produce, planting partner must enter into a rental agreement for planting acreage.

8) Adhere to the Guidelines set forth by the FOSP.

Understand that FOSP oversees the planting acreage (Produce) for Dane county Parks.

Understand that FOSP has the right to relinquish your planting plot agreement at any time - qualifying.

11) Yearly Land agreement, when plausible

12) Fall responsibilities for your plot – follow recommendations of Ag Committee.

- put to bed for winter to enhance summer renewal, see FOSP guidelines
- irrigation system to winter storage
- all steaks and any signage put into storage
- Must till in all mulch and plants remains
- May add compost and manure at fall tillage

Communication Barriers ????? YES!

- Translator in attendance when working groups and Education Days are at Silverwood – work with youth advisors who usually function as translators. Cultural sensitivity – what is it, who does it apply to & how is it manifest?
- Signage in a variety of languages??? YES for benefit of both English AND non-English speakers.

CHARRETTE

Project:	Friends of Silverwood Park
Meeting Location:	Dimension IV Madison
Date of Meetings:	September 25th 5:30-7:30pm ● ●
In Attendance:	Michael McCabe (Edgerton School District), Katie Vance-Whitten, John Steines, Kyle Richmond (Friends of Silverwood Park), Jim Neidhart, Chris James (Dane County), Mattew Miller (Soil Scientist), Greg Markle (Operation Fresh Start), Kate Stalker (Landscape Design), Jim Gersich, James Worker (Dimension IV Madison)

These notes are the writer's interpretation of what was discussed at the meeting. If you have any changes, clarifications or additions to the notes, please contact the writer. Thank you.

General Park Needs:

- a. The park is unique when compared to other Dane County Parks. It is intended to be a very interactive, educational facility rather than a more passive use recreation area. With this in mind the park needs a business model to be economically viable. Possible revenue sources include: Gift shop, weekend agriculture oriented retreats, wedding/large event venue.
- b. (3) Target groups: Job Training, K-12 Students, General Public
- c. Layers of park use - Casual afternoon visitors are able to locate restrooms, visitor information etc easily; more involved activities with regard to Agriculture program is a little more removed.
- d. Efforts should be made to separate the movement of farm machinery from the normal park visitor traffic.
- e. Concerns were presented about the current master plan design with regard to the 26 stall parking lot. It was noted that several small parking lots rather than single large lot would be preferred; this will aid in the design of storm water management. It was acknowledged however that there would be a need for substantial parking for buses and any future wedding events.
- f. The current proposed park restroom facility is probably insufficient for a school group – additional facilities should be planned for.

Building Design

- a. A general consensus was made that all buildings should be designed with sustainability in mind and should provide learning opportunities.
- b. A learning classroom of 20'x30' with possibility to double would be sufficient. It was noted that interactive small group learning is better suited than a more rigid lecture style. Considerations for the interior acoustics should be made.
- c. Greenhouse: a 20'x60' structure, with 20'x20' headhouse & 20'x40' wash house. Totally separate structures would be required for Organic growing.
- d. Dormitories: Discussion on users – long term charter school students or Interns vs weekend retreat/4H.
 - a. Pro's and Con's were presented for two different dorm styles. It was noted that the structures should be removed from more public use buildings to minimize intrusion on residents
 - i. Cabin(s): Small scale, create "campus".
 - ii. Single Dormitory: Could be a partially buried structure with multistory access from outside – no interior access between floors.

Not discussed: Stone house and Parks plans

1) Tuesday evening at Albion Townhall board meeting, Dane County Parks made inquiry to town of Albion to agree that the Stone house be slated as a historical landmark. The board agreed the Stonehouse was old enough to be a historical landmark. Claude spoke on how the parks do not want to have to insulate the walls to bring house up to code.

Interesting bit of information. Could this mean they could keep the upstairs (for Friends) and not have to put in a elevator for code reasons?? Thoughts.....

2) Jim Neihart was at Park on Thursday walking with Kevin of OFS. Before he left Jim updated Betty and myself on park plans. (I had to leave to pick up my tour person). *Betty, please chime in (to everyone) add to and clarify conversation-thank you. :

a) Stone house

Will use current foundation of garage and kitchen for the following.

-Two unisex bathrooms with two stools in each.

Underground septic tank with leech bed is planned for south side of stone house. They have tested the yard for this capability.

-Main entryway to Stone house will be north door going in to where current kitchen is located.

-greeting office space of some sort, friends storage and kitchenette??

b) Wells

-Plan is to use well by caretaker house and bring up to code. This would mean raising it to ground level, out of pit.

Well will service Stone house, unisex bathrooms and planned learning center.

- New well drilled in future to the north of farmstead. Could service further irrigation of crops.

-Still concern on how long old well (in pump house) will provide services for irrigation to produce partners.

Master Plan suggestions students:

Tally is based on 19 completed surveys in Edgerton & Madison
PROGRAMS list top 5 FACILITIES list top 5
horticulture /gardening 10 agriculture sustainability 9
winter recreation 7
orchard management 7
camps for children 7
sustainable energy research & production 6
cooking / culinary / nutrition classes 6
food processing classes 5
speciality crops for profit (like hops) 5
beekeeping 4
naturalist classes 4
school group education 3
botany, tree ID, wildflowers, etc. 2
“day in nature” for children & parents 2
continue OFS 2
ag shop classes 2
animal husbandry 2
camps for families / large groups 2
tours / workshops 1
recreational biking / fishing 1
zipline, challenge ropes course 1
cheesemaking center / work with WMMB ? 1
speciality crops classes 1
Witness Tree project 1
recreation events 1
wedding venue 1
fish farming 1
horse riding 1
education center / visitor center / classrooms 10
season extension / greenhouses / hoop houses 9
barn / livestock 6
camping & campfire ring 6
commercial kitchen 5
gazebo / wedding
swimming beach
park bike path 5
nature center / interpretive areas 5
offgrid / selfcontained energy facility 5
perennial & annual gardens 4
community area / gathering area 3
cabins / dormitory for campers 3
garage / shop for farm equipment 3
multimodal building 2
challenge course (zip lines) 2
food forest 1
art installations 1

permaculture area 1
bathhouse 1
apiary 1
tree house tree canopy 1
look out platform 1
horse stables 1
greenhouse 1

SUGGESTIONS OR PRIORITIES:

- * Keep it open and ask each “entity” (required even) how they will crosscontribute / support each other. Worry that potential for “silothinking / acting” is pretty ingrained. Let it be bigger than anyone can imagine and mutually reinforcing.
- * Organic / transitional / least toxic approaches.
- * Encourage incubator farmers by offering affordable land.
- * Keep it sustainable, energy efficient, accessible to ALL and organic wherever possible.
- * Trails
- * Zip lines
- * ginseng ???\$
- * Christmas trees
- * financial stability
- * As it develops, I would like to see that perhaps a lot of the original farm be kept as is, don't be too hasty in changing things too much. Or as any facilities come, certainly try to merge with the original. Just feel how important our past continues is to all of us.
- * I just came here to learn what you are up to and wish you the best on behalf of Sen. Tim Cullen (DJanesville). Kelly
- * All ideas listed on other side are great. I listed my top 5 of what I would focus on just but many others could easily fit in and be added in the future. Although this is a rural setting, some urban gardening could be applicable.
- * Other suggestions vermiculture, composting, collection of organic waste from restaurants / grocery stores, county wood chips or local businesses with organic waste products.
- * Community garden affiliation with CAC.
- * Plan to increase organic acreage at a planned rate to at least 40 acres with a maybe 20 foot buffer of natural grasses and trees.
- * Get orchard area defined and started. Include an area with wetter soils for elderberry great harvest berry “purple & intense” mixes well with apple juice.
- * Yes, don't drive on oak tree roots!
- * Water runoff management plan involve artist plus native vegetation
- * If the corn cribs are available, they would be great spaces for a mix of art & outdoor educational installations please save & use.
- * Old farm sites please keep & respect and also consider art expressive components.
- * Woods & trail viewpoints circles, stone or wood
- * Welcoming entry point / gateway with invites to trail usage, registration for fire circles if developed, & guide for how to walk respectfully.
- * Perennials plus restoration to native space
- * Please keep and create uses for all structures save them they are integral to programming options
- * Perennial agriculture is sustainable!
- * Permaculture demonstration plot tree crops, forest gardening, perennial agriculture
- * For windbreak and wildlife plant hedges on edges dogwood, viburnum, hazelnut, rose, serviceberry, etc.
- * Plant a few trees this spring near the property borders chestnut, oak, hickory
- * Plant trees you can coppice for firewood for the campfire hazelnut, oak, chestnut, hickory, etc.
- * For low cost bare root shrubs / trees in bulk Reeseville Ridge Nursery in Reeseville, WI
- * Plant strips of perennial plants in the fields and on the edges and shading the structures
- * Focus on family in nature engage children & their parents
- * What could be done with groundworks off Troy Gardens.
- * Let's engage children & parents to camp, to enjoy animals, gardens, growing our food.
- * Keep things going!

Partnerships are the key with Edgerton and other schools / 4H groups / FFA / & nonprofits

Silverwood Wish List February 5, 2014
PROJECTS

Adam Gould, fifth grade, Edgerton Elementary School

Animals/pigs 20
Fishing 10
Treehouse 9
Playground 9
Trails 8
Food stand 8
Corn Maze 8
Gardening/produce 8
Horse trails 6
Kayak/boat rental 6
Swimming 6
Zip line/ropes course 6
Fruit trees/Orchard 5
Cooking classes/Learning center 4
Commercial kitchen 4
Bike trail 4
Perennial gardens 3
Watch Tower/lookout tower 2
Flower gardens 2
Wild life food plot 2
Trail cams 2

PROGRAMS

Hay rides 2
Dear shed hunt 2
Arts and crafts 2
Bike rental 1
Silverwood kids club 1
Dances 1
Sell food from garden 1