

PROJECTS AND GOALS 2010 (a.k.a. the P&G)

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Last updated December 16, 2009

Project	Current state (prior to Jan 2010)	Short term goals (2010)	Long term goals (3-5 years)
Administration		Create short and long-term plans to sustain viability of organization.	Follow through with these plans, monitor and evaluate.
Accounting	QuickBooks accounting system set up, bills paid regularly. Ronda provide outside assistance. Betty responsible for payroll/taxes/bills. Danni responsible for deposits, members, & donors.	Pay bills and employees (Betty) on time, update and backup QuickBooks regularly. Accounting duties divided between Betty and Danni to meet auditing requirements. (Josh will ensure this is done.)	Accounting done by interested staff. Expertise acquired in-house or outside accounting services donated.
Archiving / Organizational History/ Record Keeping/ Document Storage	Photo albums, yearly posters of major events and accomplishments, files in office contain manuals, animal history, building projects, organic certification, catalogs, past seed/food orders, newspaper clippings, interesting articles, records of people that have come stay here.	Maintain adequate records of employment, applicants, computer files, photographs, organizational progress, and purchases. Every published document in file in cabinet in office (Josh) All office equipment manuals in office. All others to basement including shop. All extra workshop handouts filed in corresponding category in office file. Phasing out of organic cert. Past OG Cert. Filed in basement. Catalogs seeds & trees to basement, farm supplies & woodworking catalogs to basement Timesheets Checked Maintained Visitor Log updated at weekly community meeting; will enter data from hard copy to computer.	Organize information for public use. Continue to compile.
Budgeting	Annual budget prepared. Create in November for following year. Present to BoD for approval at end of year mtg. Present quarterly w/ actuals. (Betty) Create month-to-month and annual budgets annually.	Continue	Continue

Computer systems	Downstairs office computer (used for accounting, articles, timesheets, Outlook, administration, graphic design and other D Acres of NH business) Find local expertise for tech assist.	Maintain downstairs computer for organizational use only. Keep Antivirus software active and updated. (Josh). Have laptop from NH Audubon/Sarah avail. for PowerPoint presentations – caps lock locked. Have second laptop for use, looking for additional one. Need a new or repaired LCD projector. Preserve memory on computer by deleting photos periodically (Josh).	Maintain computers, increase our capacity to produce high quality communications, information retrieval.
Data processing/entry	Various data entry systems in place, admin supports these systems as they relate to specific program areas. Now using constant contact/giftworks to make use of data lists	Inventory (Josh- all products), hostel (Regina- registration info entered, email list updated). Update mailing list regularly (josh) Hard copies of egg count goes in basement file box; institute weekly egg count (Matt).	Increase and improve current databases for information storage.
Employment/participant records	Files kept on each employee (W4, I9, liability waiver), Established necessary organizational policies. (Betty)	Keep proper records of employment including tax forms when appropriate, liability waivers for all participants. Background checks for employees after hiring. (Betty)	Continue proper record-keeping
Evaluation	Full time staff work to make all aspects of the organization high quality, working on systems to ensure this. Evaluation systems in place for workshops, hostel, internships	Ensure that all evaluations are used and filed. Evaluate all programs including hostel (in hostel binder), workshops, (in workshop binder), intern programs (in file cabinet office)- give paper eval to interns to complete at 5-week check-in. Revisit experience evaluation sessions. Have an annual meeting regarding evaluations. Completed survey of general public, results on survey monkey.	Set up new evaluation systems for new programs as necessary, continue established systems.
Financial Bookkeeping	Josh, Betty, and Regina sign checks; Betty reconcile checkbook monthly	All keep checkbook log of money spent.	

Insurance	Established health insurance for full time staff (group plan dropped in 2007 due to premium increases), workers' compensation, and board insurance (Josh/Betty). Have general liability.		Maintain appropriate insurance policies.
Office management	Office used by all, tendency for clutter	Keep office tidy, files in order, limit use: for organizational business purposes only.	Maintain office as a high level work place.
Planning	Created long- and short-term goals for each project area as compiled in this here P & G, revisited annually. Weekly planning done by all at community meetings. Created admin calendar	Make participants aware of our plans, and how they can fit in by participation in planning and review of P&G during application process. Evaluate plans at year-end. Record based in P&G document (all staff on hand) maintain admin calendar (josh)	Revisit these goals annually
Advertising	Advertising is done on a fairly organized basis with press releases, flyers and brochures, articles	Make the D Acres of New Hampshire name, ideals, and experiments known locally and throughout an increasingly wider region. (Josh organizes generally, with assistance from the staff person organizing the event/workshop). Hold advertising meetings seasonally.	Increase advertising avenues,
Articles / Publications	several articles have been written by other people about D Acres, and staff/interns have written articles/publications that have been published on the web and/or in national periodicals/local newspapers.	Bi-weekly articles written for NCNews and posted on website (Beth); Interested staff or designated interns continue to produce 5-10 articles for publication annually. Create press releases for specialty workshops/events (Beth) Editing with help of group.	Continue to produce 5-10 articles for publication annually, and 5-10 articles written about D Acres from external sources annually.

Brochures	D Acres of NH, Furniture brochures designed in house and mass printed. Hostel brochure designed and printed internally & in mass Bakery brochure designed and printed in house	Search for local venues to put general brochure (interested personnel to design). Produce 4th year of Local Food Directory (Regina). Print hostel 1/3 pages as necessary.	Update brochures annually, print large quantities, disseminate.
Canvassing/Dissemination of fliers/brochures	Fliers posted in Plymouth, Upper Valley, climbing site, sent to faculty. Canvassing incorporated into regular deliveries.	Begin sending out e-monthly flyers to select locations (Josh). Annual report and calendar to be sent to all mailing lists. Available onsite and at off site events. Monthly fliers designed and printed (Beth to do/oversee). Use list to distribute to surrounding towns. Continue to direct market climbers	
Local Business Sponsorship	KTM donated \$300 of mailing costs. Farm Day – board organizes donations from local businesses.	Interested in find local businesses interested in donating services and equipment. Ask BOD to solicit product and financial donations.	no corporate sponsorship.
Mailings	Sent out info to environmental schools.	Send flyer for Internships & Apprenticeships via email to career centers (Regina). Annual report and calendar to mailing list (Josh to write.), annual appeal to mailing list (Josh), invite members to member day (Regina), hostel mailings twice a year (Beth)	
Mailing List	1 large list for mailings. Members identified. Updated when info available. Add names/address of workshop participants, interns, new members, etc. Divided for certain mailings. Categorized by member/donor status.	Giftworks is new mailing list. Continue to encourage e-version. Josh and Betty to go through mailing list once yearly, Josh to make updates.	Reduce size of list to manageable group that responds. Add new people every year, then cut back. If they have been here or expressed interest, they are added to the list.

E-mail	Lists created for local events (~2000), permaculture (~200) BoD (~8), residents (varies), prior residents (~75). Career centers 40 Spanish teachers. Sent e-mail to locals (and others on the list) monthly. Newsletters attached quarterly when size allowed.	Continue with monthly e-mail; be more descriptive about what is going on at the farm during that time. Obtain more e-mails from folks coming to the farm. Josh to do updates.	
Gift Certificates		Have available for products and services- inventory # on each, track # sold and \$value; available by mail and in person at the farm; use as holiday promo? Available on computer as pdf file, tracked in budget as dollar amount that gift certificate represents.	
Newsletters	First newsletter sent out in December/January 2003/4, 4 sent out in 2004. Produced quarterly (2).	No longer doing newsletter. Annual Report – end of January – Look for sponsors.	Continue newsletters.
Newspaper Advertisements	Placed periodic monthly ads ¼ pg in record enterprise 2005, 2006 and valley news, mofga, summer nofa	North Country News ad twice monthly. Press releases as possible, submissions to calendar of events section.	
Photos	Photos taken at workshops and sporadically, especially to document building progress. Digital Rebel camera allows for high quality digital images. Photos archived somewhat haphazardly.	Archive photos: put all in appropriate categories under 2010	Build digital photography archives that maintain photos indefinitely.

Press releases	Press releases sent out for workshops and events (three weeks prior). List of publications with fax numbers kept in paper file called Mailings/Press Releases. On computer in Advertising folder.	Focus on special events (Beth)	Ensure visibility of all D Acres events and programs through local news sources.
Printing	Heavy volume flyers printed through CopyCraft or Venture Print. All else done in-house. Bought phaser 6350.	Utilize the phaser as much as possible. Utilize recycled paper whenever possible.	Local copy centers to donate printing, ascertain cost effectiveness of inhouse printing vs. outsourced.
Radio	Sam tried to contact PSU radio, but to date unsuccessful. Josh did radio interview in Feb 2006	Pursue PSU (if interested personnel.)	State wide radio to get calendar of events on.
Recruiting	Staff and interns recruited through Idealist and several other web job listings, fliers, word of mouth, website, nofa & nofanh, nefood, culinary schools mailing, env. faculty mailing, mofga, workaway. People expressing interest asked to fill out application, read Organizational Manual, 3042 and P&G, discussed at Community Meetings on Mondays. Write back to all applicants within a week of applying.	Interns – attract skilled individuals, encourage retention and return for consistency Apprentices- recruit based on available staffing Artisans – Encourage other artisans to teach workshops; recruit for artists in residence program (Josh to post woodcrafter/blacksmith position on website; Regina to contact career centers, see mailing category) Recruiting for garden coordinator.	Consider other techniques for attracting participants to specific programs, especially professionals interested in pursuing a new program for D Acres (crafts, etc.) Encourage research oriented individuals to participate at D Acres.

Speaking Engagements	Josh has spoken at various conferences (Beginner Farmer 2005 and NOFA Winter Conference 2003) and classes (PSU x4, Lyndon State x3), MOFGA common ground, Solarfest, pease library pioneers of sustainability series PowerPoint presentations prepared for many workshops, applicable for offsite lectures, speaking engagements. Bike Tour (Tyler) 2009: Stonyfield live webcast, Master Gardene, PSU classes, panel discussions, earthjam	Engage in 5-10 public speaking engagements (offsite) to increase visibility for D Acres of NH if prompted by other organizations (Staff) Josh- PSU classes Regina to do more	Continue to speak publicly about D Acres, 5-10 times per year.
Videos	Year of the Northern Forrest (Jessie). Segments shown on public access (2009).	If opportunity arises, acquire infrastructure for video production. Filming and editing by interested personnel, in conjunction with Public Access. Utilize youtube, video blog, etc... TAFair footage to be edited for Pub.Access viewing, broken up for sequential shorts on internet (Matt).	Produce videos that demonstrate process and philosophy at D Acres.
Website	Website designed in 2002/3. Updated regularly. Lots of articles and links, supporting local businesses page, lots of pics, many hits –opportunity to donate. Linked well with other orgs.	Make changes weekly. If we get someone more knowledgeable re: search engine optimization etc, build capacities for webvideo viewing, photo viewing (Regina to contact Deb Cassale). Weekly updates on the blog (interested personnel).	Update as needed.
Animals	We have raised ducks, turkeys, chickens, pigs, oxen, sheep, goats, bees & worms. We have a cat	Maintain animal health Josh oversees oxen and pigs, Beth chickens	Regular raising of pigs and chickens, plan for succession to new ox team.
Am/midday/pm chores	Rotated by staff and interns. (Josh responsible for ox chores)	Ox chores and pigs (Josh, interested helpers); Chickens (Beth, interested helpers)	Maintain care of animals.

Birthing	two lambs born in 2004, 10 piglets born Aug 2005. Built pig birth house in 2006. 50+ piglets raised since 2005.	Growing new round of breeders. Raising own chicks if interested personnel.	Avoid unplanned pregnancies (all responsible!).
Chicken tractors	3 built, all in use. Lg. chicken tractor built on wheels pulled by oxen.	Keep them in use. Beth to coordinate tractor placement and follow-up sheet mulching in conjunction with Josh/Gcoordinator, Incorporate pigs in new areas as needed.	Continue use, build more as necessary to meet needs of flock. Mobility for chix houses a priority.
End-of-life care	Chickens slaughtered. Lamb slaughtered, pigs slaughtered.	Take necessary steps in the case of animal lameness or other injury. Slaughter the retired birds as needed.	Plan for chix turnover every 2-3 years.
Exercising	Oxen exercised (if not worked) 3-4 times per week. Goats put out on stakes	Orient farm activities toward work for the oxen, use oxen exercise for bonding new teamsters (Josh, Beth)	Continue.
Feeding	Chickens receive organic grain morning and night and weeds when available. oxen get hay throughout day grazing in summer months. offsite pasture secured for oxen	Try to reduce need for purchased feed by using available forage material onsite and rotating animals. Expand pasture, establish sources of local hay beyond Greggoire/Ed Morrill; Hannaford, PSU, & town pickup for pig food, greens/fruits for chickens as available, apples/onions/carrots to oxen (Louie). Comfrey/greens for chickens and oxen/plant more comfrey around chicken areas. Use local pasture options more for oxen in summer; consider Davenport farm.	Establish more perennial shrubs/trees that provide fodder. (Siberian pea shrub)
Feet trimming	Oxen trimmed once a year by trained farrier.	Trimming will be done twice a year, appointments made for oxen. (Josh)	Maintain foot health in all animals
Fencing	Electric fencing is used for all animals except chickens	Maintenance and repair of all existing fences; pig fence lowered in spring, raised in winter; (Josh & Beth). Move edith's chicken fence to Westside of house; g-animal chicken fence moved to old pig area; what to do with lower section of house (July).	Consider additional locations for pigs. Expand and repair fences as needed

House building	All animal houses constructed to date onsite.	Fix doors on lower pig house. Develop plan for old pig houses. Build outdoor ox shelter.	Maintain shelters for animals as necessary. Provide shelter for any new animal.
House cleaning	The ox hovel is cleaned daily with soiled bedding removed and fresh chips added. The chicken coops and goat house cleaned monthly	Maintain clean ox bedding (Josh). Pig house cleaned as necessary (Josh) Chicken cleanup continues as needed (Josh)	Maintain clean houses.
Rotation	N/A	Moving chicken fencing at ediths and g-animal in July	Avoid overgrazing, animal disease.
Brush removal	Goats cleaned up their back area, and brambles by solar shower. Pigs began clearing their area.	Pigs continue to clear brush in their area. Pigs clear new pasture areas.	Keep down brush in all newly cut areas. (Josh)
Grazing	oxen moved every few days to fresh grass (around D Acres and oxen offsite to neighbors)	Get oxen out grazing (walked for at least an hour or staked in various areas, 6 days (Josh & Beth) Continue pasture development, continue seeding Evaluate the upper pasture to see if it comes in thick enough for grazing, and possibly reseed after mudseason. Cut sucker growth.	Create adequate pasture for all animals living onsite.
Training	Oxen training maintained.	Maintain oxen training (Josh, Beth)	Maintain safe animals onsite, train a new team of oxen to take over when August and Henri can no longer work
Water	CLEAN Water must be available to animals at ALL times. Water catchments available in many locations	Animals checked through the day to be sure water is available. (staff). Utilize water catchment- build additional catchment on mobile units	Water catchment on all animal facilities.
Winter prep	Prep for winter in Oct. Extension cords and heating elements brought to chicken and goat house to hook up water heaters and for heat light in chick house. (Staff/volunteers onsite)	Josh and Beth	Same

Worming/vaccines	Oxen and goats done by vet once a year. Pigs done by us as necessary. (Josh)	Continue as needed.	Maintain animal health
Building/construction (Josh responsible)	Since the founding of D Acres, construction and building projects have been a key part of building the infrastructure.		Develop curriculum for alternative building apprenticeship, perhaps incorporate reading list. (Josh)
Acquiring salvage materials	Glass and fencing, woodstoves	Bring home insulated windows (no panes), sliding glass doors, fencing, woodstoves, metal roofing, 1,000 gallon stock tank. Wish list on website and annual report.	use glass, fencing, woodstoves, develop contacts in construction and demolition fields
Ampitheater	Considered in 2008	Possibly construct in future.	Host music, theater, speakers, etc. outdoors in upper areas
Animal/greenhouse	Mostly completed	Add water catchment. Move chicken fencing to old pig area. What to do with lower bedding area?	maintain the building.
New Greenhouse	Construction began 2007, finished 2009	Add water catchment, finish kitchen space (Josh)	
Barn restoration	Cleaned barns. Grant to evaluate barn restoration south and north sides renovated	Eastern wall to be done in future. (Josh)	maintain structures.
2 car garage	Jonathan & Matt reinforced. Now as blacksmith shop, repairs done after flooding. Electrical completed 240voltage	Keep as blacksmith shop & storage space. Add sunroom to south side.	maintain
Edith's woodshed	Matt reinforced.	Store wood for use in red house and studio.	Maintain
Red Barn	cleaned out a lot! Utilized as Farm Store, but overwhelmed by storage, damaged furniture. Insulated, with new southern wall in 2008, eves	Available as multi-person living space. Deal with leaks in foyer area. Finish inside of southern wall. Fix floor. Spring cleaning in April/May.	Maximize utility

	redone 2009		
Silo	Foundation redone 2008. completed 2009.	Inhabited.	Reinforce, utilize
Biodiesel/Waste veggie oil conversion	Offered workshop at KTM and onsite on veggie oil conversion; veggie chipper, Bill & Morgans cars, Fuso on veggie	Continue to collect & filter veggie oil (Beth)	Acquire diesel passenger vehicle for farm.
Built in furniture/finish carpentry	Cabinetry built by George Drowne, Mike Lonigro, Josh & Sam built bookshelves, dumbwaiter doors.	more bookshelves in Library. Bar seating in dining area. Pantry remodeling. (Josh & interns)	porch swing
Carpentry	Built Homestead, shed, ox hovel, greenhouse	Greenhouse to south side of community building. Introduce new learners to carpentry through shop and additional construction projects as they arise. (josh)	Build knowledge and capabilities
Chimney/woodstoves	Red barn, skinny shack, greenhouse, Sanctu, Eastside	Maintain clean flues, look for more woodstoves. (all)	
Electrical	Rewired red barn and 2-car 2009		Red House upgraded; Isolate essential electrical equipment (water, heat), switch to small diesel generator (Josh); energy audit (Josh)
Domestic Hot Water	Dump salvaged batch system for solar shower, two technologies on roof	Publish test results	Test on 5-25 year horizon
Photovoltaics	1 treehouse, 1 pv water pump, 15 panels at Homestead.	Test using weather station info (Beth)	more pv for Homestead, personnel dwellings.
Living Space	Community bldg, treehouses, edith's house, tent platforms; redid red barn and silo, new tent platform, shanty in 2008.	Continue discussion on Edith's potential renovations – clean-up, clean-out, fix up, paint in April/May	More dwellings, year round space, privacy?
Wind turbines	N/A	N/A	Round house power or water pump

Excavation/foundation	Homestead, ox barn, new storage structure, greenhouse, parking lot	Ponds/shallow wetlands; buy excavator.	Buildings for ceramics and roundhouse.
Fire Safety	Fire alarms, escape, prevention and emergency plans established. No smoking policy in buildings	Maintain safety of buildings and inhabitants. Get water pump in working order. Maintain and instruct about alarm system- avoid unneeded fire dept. visits and \$2500 fine! Maintain fire extinguishers in all vehicles and near flammables (Regina).	Training
First Aid	First Aid Kits set up in Homestead, woods kit. Tyler inventoried and restocked Dec 08	Inventory and keep stocked (Regina).	Training
Masonry	1 st floor hearth built in Homestead. Foundation of greenhouse, some with cob oven; silo and red barn in 2008	Finish front light project (Josh and interested interns)	
Drywall repairs	Ongoing	General community building repair/painting in January.	Fix cracks as needed.
Earthwork	Trench for power to ox hovel moved loam pile, started trench work along Homestead eastside dripline and into animal area by pond, started trench leading from parking lot to pond.	New greenhouse embankment. New ponds/terrace gardens in big pig area. Drainage for G-Animal lower living space.	As needed. Terrace gardens, pond
Erosion control	sporadic erosion control	Focus on trails, road to Upper. Monitor red buildings for water damage. South side of driveway- maintain trench	As needed.
Painting	Outside and inside of Homestead; mural in yoga room, 1 st floor repainted early 2008;	Murals in garage (Josh and Regina). Outside of Community Bldg needs scraping and linseed (interested interns).	As needed.
Winterizing buildings, gutters	Put up before snow, remove screens, disconnected hoses	Continue (Josh)	
Cob/earthen construction	cob oven and green house, Homestead	Re-stucco cob oven and g-animal. Potential for hot tub, sauna—contingent upon Ethan as resident artist/earth worker.	As needed.

Plumbing	Irrigation	Maintain solar shower; insulate pipes on expansion tank room (Beth)	
Greywater	Red barn (dismantled) and solar shower systems		Install for Homestead, maintain as needed. Develop greywater system and urine diversion plans for Homestead. Solar shower greywater – plant in third stage of cleaning filter
Roofing			
Metal	existing buildings		
Sod	Cob oven		round house
Thatching			maybe round house
Dehydration	Currently use two dehydrators, boiler rm, and kitchen	Continue use of solar dehydrator, boiler room, incorporate cob oven	
Tent platforms	8 constructed onsite	Fix platform on loop trail.	Maintain
Tile work	Wall & Floor mosaics – done!		Mosaic in floor @ base of stairs
Water catchment	Installed on red barn, chick shack, front & back of ox barn, opensided building, back side of 2 car. Acquired 2 lg tanks (250+gallons) and 2 sm tanks (55+gallon) (Josh)	Add water catchment to mobile chick house, goat house, Edith’s chix house, cob house, southside of openhouse, g-animal/northside of chixhouse, new greenhouse. Look for extra gutters- route to large containers for holding	water catchment on all structures
Welding	Welders and cutting torch acquired 2008, part of blacksmith shop.	Look for donation of metal bandsaw.	
Crafts	60 year history of craftmaking (Edith Gray). Craft studio established. Policy established for craft production. Some individual efforts. Blacksmith in 2007/08. Traditional Arts Fair Sept. 2009	Maintain cleanliness, accessibility and develop studio space. Bring crafts to farm stand and craft fairs (staff). Pursue Artist in Residence position. Pursuing Woodworker and Blacksmith in Residence.	Economically sustainable micro-enterprises that contribute 25% of D Acres budget. Develop reasonable standards to evaluate labor and materials costs versus profit. Have ready for events and holidays
Baskets	Jane Darling hosted workshop in 2009	Ask Jane Darling to host a second workshop.	Pursue if personnel interested.

Birch bark frames	Construction began in 2001 incorporated farm photos	Continue to make and distribute to retail stores - 25 mirrors & flower prints	Continue as needed.
Candle making	Made for personal use		Pursue if personnel interested.
Ceramics	Betty has dabbled in ceramics. Ceramics machinery and materials donated. Zach Behney participated as Artist in residence 2009, constructed outdoor wood-fired kiln; two ceramicists participated in Trad. Arts Fair 2009.	Potential Potter in residence, Ethan Hamby, in Summer 2010.	
Woodcrafts	Bowls, cutting boards, utensils, boxes, lamps	Produce, sell onsite, through website, at farmers markets and retail stores; focus on spoons, live furniture (josh). Seeking Artist in Residence. Josh participating in off-site Lathe workshop in ME.	Continue
Decorative painting	Edith painted decoratively and taught courses for 60 years. Joy & Lila painted 2002/3 seasons—the community building basement. Lisa Olech painted mural in Yoga Room, 2008. Mural in garage started in 2009—halfway completed.	Murals in community building as appropriate, possibly quotes and lettering above doorways and windows. We will continue garage mural into 2010.	Pursue if personnel interested.
Dyeing	Attended MOFGA workshops on this topic, dyes used in workshop as well as earthen plastering. Gary Hamel at Trad Arts Fair 2009.		Pursue if personnel interested.
Felting	Attended MOFGA workshops on this topic. Kathleen Peters demonstrated at Trad Arts Fair 2009.		Pursue if personnel interested.
Fiber/clothing	Crocheted hats for farm stand, material used for clothing making.	Continue crocheted hats for sale on site and markets (Regina). Regina will coordinate and oversee fiber-related activities and will do her best to maintain sewing machines equipment usage. Canaan spinning group conflicts w/Farm Feast (first Sunday).	Maintain consistent supply of value added fiber products for sale through our venues.

Forest craft	Holiday wreaths and garlands made by Josh and Edith, beautiful holiday decorations by Micki	If there are interested individuals, possibly make 20 wreaths/garlands in 1 st week of November	Continue annually
Jewelry	Micki made a few pieces for farm stand each year, Also interns 2008		Pursue if personnel interested.
Knitting	Individuals have learned to knit, Diane Mc Coy donated some yarn		Learn to knit sweaters and other clothing.
Metal/blacksmithing	Blacksmithing workshop began in 2003 season- 2 forges; Joe in 2007- set up tipi work space, 2008 converted 2-car for space. Joe retired 2009	Shop is available for future artist in residence and for use by current residence for production, demos, lessons. Pursuing blacksmith in residence.	Create small items for sale if personnel interested. Continue farm maintenance
Soap making	Produced using kit.		Supply all personal needs at D Acres (who uses soap?).
Spinning	Acquired spinning wheels, attended 2 spinners meetings and a workshop. Began learning to spin with a drop spindle. Lila spun 2001/2 winter (produced gloves, hats, sweater).	Pursue if interested personnel. Spinning group in Rumney open invitation to participate. Participation in Baker River Spinners Guild (Regina).	Utilize fiber from D Acres animals & plants, clean and process and create value-added products for sale.
Value added garden products	Made garlic braids, dried flowers, sold Poppy heads to Tamara, wreaths made by Micki.	Drying, crafting with flowers a possibility if personnel interested.	Pursue if personnel interested.
Weaving	Lila weaved 2001/2. Parts for 3 looms onsite.	Regina 2010-11 with loom at Bill & Betty's. Set up studio to produce placemats and rag rugs. The plan for the studio continues to develop (Regina).	Set up loom and start weaving blankets.
Wind chimes & mobiles	Micki/Josh and many others have made them. Lisa made recycled materials mobiles.	If personnel interested.	Maintain, create more as needed.

Education	<p>2009: Hosted a variety of school groups, Tyler Spring bike tour, Trad Arts Fair, workshops, Kids Week (Karen)</p> <p>2008: Tyler creates Youth Education Coordinator position, runs kids week, hosts school and camp groups, presents at school; continue previous as listed in 05, wellness conference</p> <p>2005: Continued workshop series, plant walks, field trips, conferences, etc. 2004: 19 workshops, 272 participants, school/camp groups, 24 interns. 2003: 10 workshops (150 participants, work trade program (10-12 participants in 2003, 80 over last 7 years), field trips to farms, conferences; kids from local reform school come for farm experience (several times in 2003), yoga classes last several years. Long history of art classes taught by Edith Gray.</p>	<p>Offer educational opportunities to residents and visitors on a variety of topics related to our mission. Increase our capacity to impart information to others in ways that meet the needs of learners. Generate income that can be used to increase educational opportunities in subsequent years, as well as contribute to organizational overhead. Define curricula for program areas.</p>	<p>Extend our educational outreach.</p>
Attendance/Outreach		<p>Potentially providing assistance and outreach for individuals and groups to attend events/workshops (i.e. Dartmouth van rental, transportation)</p>	<p>Continue to up date and improve info from year to year</p>
Kiosk	<p>2 kiosk were built in 2008 and a self guided tour evolved. Kiosk was developed with printed info 2009.</p>	<p>Self guided tour on the kiosk and up dated for 2010 and other info (Beth).</p>	<p>Continue to up date and improve info from year to year</p>
Biking	<p>Made fliers, hosted biker oriented Farm Feast Breakfasts</p>	<p>Flier, gauge interest. Biker breakfast—free pancakes every farm feast.</p>	<p>Offer tours. Make trails more accessible (adequately marked trail system, easy for self-guided tours)</p>
Snowshoeing/ X country Skiing/Hiking	<p>Rented snowshoes to hostel guests. Lead expedition with Conservation Commission</p>	<p>Capability to rent snowshoes (\$4/day) and lead snowshoeing expeditions. Host first Sunday Open trails after breakfasts, and Full Moon Potluck</p>	<p>Offer tours.</p>

		evenings. Search for more donated equipment.	
Swimming hole	Introduced interns to various swimming holes.	Introduce 2010 interns to swimming holes. Create adequate map if personnel interested.	.
Film Series	Films offered twice a month in 2004, very low attendance, difficulty deciding films. Once a month (first Friday) in 2005, better attendance. Signed up for Ironweed film club.	Films offered first Friday of each month- couple with Pizza Night in 2010	Build library of relevant films
Water (River, Lake, Pond) Activities	Participated in occasional boating trips (canoe/kayak). Bill/Betty Ann lend us boats.	Baker River Appreciation Day (July 10, 2010)—river clean-up, and BBQ.	
Tours	Many many tours. Tried to focus people onto Open Houses first Sunday of each month. 2008, Tours with Tyler.	Keep trying to orient visitors to Open Houses. Give tours as they come regardless. Encourage donations, \$2-10 per person. Kiosk will offer self-guided tour. Looking to develop video tour (Matt).	Maintain public facility.
Website	Information about our farm system and opportunities here, 18+ how to articles. Redone by Jessie 2008.	Continue to post workshop handouts and other informative articles, calendar, etc. Update merchandise page, page for local art events, YouTube How-to videos, expand local business page. Josh will do regular updates. Looking for interested persons to develop web-video capacity.	Have available how to guides on all D Acres activities.
Workshops (Organizers are responsible for doing or delegating food prep, hospitality, photos, setup/cleanup, timeline, volunteer support)	Workshop series well defined in 2004 and 5 in all D Acres focus areas. Evaluation forms given out at all workshops. Reviewed internally at group meeting. 37 workshops in 2007. 2008: 29 workshops. 2009:~36 workshops.	Host 30+ workshops planned for 2010 (coordinated by relevant staff member and guest teachers) with flexibility to add more when opportunity arises. Provide evaluation forms to participants at the end of each workshop, take photographs, create workshop handout or article if not available or obsolete. (Primary coordinator, other residents as assigned beforehand). Continued focus on food events as tie-in for yearly calendar.	Annually review list of workshops ideas for the following year (January) Workshops pay for themselves; individual self-sustaining enterprises; funding for new ideas

Alternative building / Earthen Building	2005: 2-3 earthen building workshops (mainly plastering and finishing g-animal) 2004: 4 workshops offered (one was weekend workshop). Built greenhouse/animal husbandry building and cob cooktop. 2 cob workshops held in 2003. Bryan Felice taught in 2007.	Dependant upon Potter in Residence (Ethan). Potential workshop on cob oven repair.	Continue developing projects. Next priorities are: roundhouses/dwellings
Alternative Energy	2005: solar energy day, installation on Homestead. 2004: Josh helped learners install pv panel on Irrigation pump. 6 participants. Chip led pv workshop in 2003, put panel up at Skinny Shack. Bicycle pump for veggie oil 2008, workshop w/KTM Veggie Oil Conversion, Fall 2008	We are interested in continued education in the alternative energies that exist on-site, including the solar hot water system, bicycle-power, renewable fuels (wood, sun), and potentially cultivating relationships with those familiar with these systems to help bring them to the public.	Incorporate workshops into all installations.
Blacksmithing	Community events hosted 2004-6; Joe gave lessons in 2007-8. 2009: Joe offered lessons, workshops, demos.	Seeking Blacksmith in Residence. Josh and interested persons will work to acquire skills. Possible workshop with Rob Hudson (Beth contact).	Continue annually. Expand artistic and craft based industry. Skill progression.
Herbal first aid/ Herbal Home Health	Micki held first workshop in '03, did it again in 2004 and 2005. Micki & Lauren presented in 2007. Lauren presented in 2008 – PSU Community Ed class, plus others, Wellness Conference held 2008	If personnel interested (Sarah Hall (off-site) – herbal plant walk, workshops/remedies, teas)	Continue to have herbal home health, expand medicinal gardening workshop repertoire. (possibilities: winter health prep)
Mushrooms	Mushroom cultivation offered 2004-2006; created handout Mushroom walk with Terry Anya 2004-2007. 2008: Bill did mushroom plugging, Dave Wichland workshop, Terry/Dave at Conference. 2009: Wichland workshop well attended.	Dave Wichland- one-day workshop (Beth contact)	Continue with mushroom related workshops a year. Add processing, drying, extracts, use in greywater, medicinal mushrooms

Permaculture/forest garden	2004/5: Led by Josh & Micki; planted out NW side of orchard. 2003: Led by David Jacke. Mapped around Homestead, guild/planting research and planning.	Order Fedco Trees. Permaculture Design Certification Course being offered 7 weekends May-November (Steve Whitman, Josh)	Continue this workshop annually, expanding forest garden areas throughout the property.
Plant walks	Micki offered 4 in 2004/5, 3 in 2003. Attendance around 3-10 people per walk. Produced field guide to native medicinal plants. Lauren led walks in 2007. 2008: Sarah did May ephemerals walk, Lauren did August walk, guest teacher walks at conference. 2009: Sarah Hall cont. Plant Walks	Sarah- wild plant walk in May and June	Expand educational infrastructure related to orchard plants and medicine trail. Build upon handouts.
Puppets, masks, costumes	Paper mache and other kid crafts. Increase awareness about use of waste/recycled materials. masks, Halloween costumes. 2008: we have a dragon. 2009: we have a moose, crocodile, and mountain sheep.	Workshop to be held before Halloween (Josh)	explore potential for puppet theatre.
Gardening	2005: Renamed Home Scale Gardening: Coldframe design and No-till bed preparation. Prior: Josh/Micki ran workshop on gardening. Variety of workshops and events offered in 2008. Bill and Lauren led most of them, some guest teachers. Mark Fulford led pruning, grafting, composting in May. 2009: offered Indoor Seeding; Sheet Mulching; Composting; Pruning	DAcres style of gardening workshop in May/June by Josh; Indoor Seeding; Sheet Mulching; Composting; Pruning	Continue annually, develop more workshops oriented toward the home gardener.

Sustainable forestry	2004-5 Josh ran workshops with Sam & Abby. Separated SF and oxen in 2005. 2007 year of the Northern Forest	Teach on-site learners	Continue annually, expand as possible.
Kitchen/preservation	2005: Tempeh, Canning & Pickling, Breadbaking, brewing & winemaking, sauerkraut with Louise Turner. 2008: Brewing – Spring & Fall (John, Bill); Winemaking – Summer & fall (Bill), Saurkraut bee in the fall (Louise), Hard & Apple Cider making (Bill). Regina arrives as kitchen manager. 2009: Lactofermentation Louise Turner, cider-making, Dandelion Winemaking (RR), Harvest/Preservation (RR), Root Cellaring (RR)	Lactofermentation Louise Turner, cider-making, Dandelion Winemaking (RR), Harvest/Preservation (RR), Root Cellaring (RR), potential cheese making workshop.	Continue annually, expand as possible.
At-Risk/Endangered Native Medicinal Plants	Micki did United Plant Savers slideshow 2005. 2008: Sarah plant walk, Jim Merkel walk at conference	Sarah- plant walk	Continue to expand if personnel interested
Animals	Oxen was part of Sustainable Forestry with oxen workshop in 2004, became separate in 2005.		
Woodcrafting	Hand cut dovetail box (x2), rustic furniture, woodcarving (x2), woodblock printing, woodworking, jigs fixtures and other time saving devices, restoration and finishing, birch bark frame-making	Seeking Woodworker in Residence. Making Block Prints with Regina (Feb).	Add 2-3 workshops annually until there are enough! Evaluate work load annually.
Treehouse Building	1 in 2005/6, 1 in 2008	Tree houses of D Acres Tour (Josh)	
Youth Ed	Scouts, school groups visit, sometimes work/hands-on	Welcome school groups for tours and volunteer projects.	

	experience; food sometimes included; sometimes tour only. 2008: Tyler arrive, visiting school groups, gardening for kids, herbs for kids, Lauren to SKUUF (worms), Mt. Prospect Academy apprentice (KWall) 2009: Karen, hosted after school program kids (Russell Elem., W. Leb. Rehab.) to volunteer and teach, Dublin School, PSU volunteer days, Kids Week.		
After School Program/ childcare	Childcare offered	If personnel qualified/interested.	
Summer Camp Hostel	2008: Tyler and Kids Week. 2009: Karen and Kids Week. Started in February 2004. 2004: 104 parties (average 2 people per party), 2005 – 300+ guests; 2007 719 guests; 2008: 847 guests; 2009: 380 guests	If personnel interested. Operate hostel- Regina coordinate. Aim for 1,000 guests in 2010. Continue to generate revenue and clientele as well as develop the educational aspects of the hostel for visitors.	Implement if staffing allows. Future of hostel budget dependent
Advertising	hostel.com, Rumney Climbing site, Rock Barn, letter to camps in 1 hour radius. Rumney Climbing Guide published 2009.	Looking to advertise to travel organizations, magazines, clubs (intern or interested/qualified personnel). Looking to recruit intern interested in hospitality management/organization. Continue seasonal promotional letter (ski areas, climbing clubs/gyms), twice in year (Beth)	Be in all European/Australian/Japanese travel magazines.
Food Prep	Dinner & Breakfast available	Dinner, lunch, and breakfast available upon request. Evolve “farmstand” buying for guests—purchase specific ingredients for preparing their own meals (need to create pricelists, cost structure). (Regina coordinate)	Continue.

Hospitality	Staff has done it.	Tour (indoor and outdoor - weather permitting) offered to all guests (staff); open house tours (free) otherwise, suggested donation \$2-10/person	Continue.
Transportation	Staff have picked up from White River Junction. Fee = \$15 pickup from Plymouth, \$20 pick up from White River.	We will continue a negotiable roundtrip service from White River Junction (\$30-60 one way) and Plymouth (\$20-40 one way). Drop offs available to/from local Climbing/hiking sites (\$10 each way). Listed on website.	Provide service to travelers, but no extension beyond Plymouth and White River.
Education	Tours for guests	Interested person in developing "fun facts" sheet or one sheet revolution about D Acres' systems (alternative energy, garden, food) to be framed and posted. Or develop more binder-book-like manual for the "coffee" table/outhouse. Depending on person/seasons best use of time.	
Forestry:	Erosion control, reforestation, path maintenance, use of oxen, selective cutting, firewood, change of land use	Prepare areas for pasture/meadow expansion, recreational and farming access and mushroom cultivation. Practice weeding and thinning of trees while being responsive to the needs of the forest. Continue work on reforestation, at-risk and medicinal plants. Utilize the oxen. Process enough firewood to supply the needs of the community. Acquire wood for use in construction and the wood-crafting program.	Maintain or improve the health and biodiversity of the forest. Multi-use capacity of forest for agriculture, cottage industry (provide all materials for) and recreation. Dissolve the lines between forest and garden.
At-risk/medicinal understory	At-risk/medicinals planted for educational purposes, but not for agri-forestry, field guide created. Sarah woodland plantings, Lauren garden plantings in 2007. Previous investments have not been fruitful.	Maintain planted species, possibly plant more medicinal species along trail, near field edges as funding and committed personnel arise (worthwhile pursuit for property).	Ginseng in Sugarbrush. Develop sale of seed and rootstock as revenue source. Plant more medicinal plants.
Chainsaw use/felling trees	Josh/LD/Kwall use chain saws/fell trees	As needed. (JT, Beth can use chainsaw)	As needed.
Erosion control	Installed bridges, water bars, and rebuilt trail system	Improve drainage in front of ox barn, by shelter in meadow, road to upper pasture. Maintain water bars.	Maintain and improve conditions. Regular schedule of improvements to woodlot.

Firewood	15-20 cord of wood annually	15-20 cord (josh) minimum- get 40 cord to get ahead with dry wood for next year!	15-20 cord
Mapping and planning	1999 Forest Stewardship Plan and survey map. Created Trail Guide. Applied for ArcGis software. 2008: large maps copied, posted at Kiosk	Redo trail map & create "house" area map. Include topography. Involve PSU for GPS equipment (Matt).	Adequate visuals – lg scale map for homestead and side of storage building.
Medicine Trail	Started in 2002, contains ginseng, goldenseal, black & blue cohosh, bloodroot, wild ginger. Book/field guide developed. Plants surviving but not thriving (as of 2007) 2008:plants doing okay	Consider woodland plots in established areas- find a lower traffic zone with better soil. Fire escape for shaded plants.	Signage. 250 visitors per year. Have seed and root stock available for sale. Have workshops and curriculum for native plant preservation.
Mushrooms	Inoculated 200+ logs, maintained new and old, offered 2 educational workshops. Began fruiting in 2005. 2008: Innoculated more at Spring workshop. Created morel bed in Dave Wichland workshop, at conference	Dave Wichland workshop	Continue to inoculate, harvest, preserve and utilize.
Reforestation	Maintaining a forest nursery of 300 trees. Some introduced cedar, cypress, walnut	Cut for pasture; develop food forests with selected specimens	
Small Engine Maintenance	Chainsaws brought to town for maintenance	Continue honing skills in small engine repair, potential for off-site work in this field to develop skills.	Become semi-independent
Trail Maintenance	Established trail system including property lines. 4 miles of bike, snowshoe, X-country ski trails. Well marked. Build 3 large bridges, kiosk. 2008: have total 5 bridges	Maintain existing trails and structures; continue to implement signage. Check for erosion.	Increase accessibility for recreational and educational opportunities.
Working oxen	Oxen responsible for hauling out all logs and brush.	Continue.	Develop plan for 2 nd team
Chipper	Purchased in 2005, converted to veggie oil same year. Used often.	Chip brush for animal bedding, permanent garden paths, and Clivus toilet.	Maintain.

	Blew up in 2009, fixed in 2010.		
Fundraising			
Donations/memberships	Major donations received from Trought family, increasing public support. Annual Report went out with Annual Fund Drive.	Continue to write elapsed members. Member celebration Oct. 24. Recruit 200 members! Gift Works, new software to create member/ mailing list database. Member Bring-A-Friend Event March 27 (RSVP by March 21); to encourage member participation in recruiting new members.	Increase donations by 15-20% annually
Board Recruitment	Five members joined board in 2003/4 (Josh/Board of Directors), three more in 2005. As of 2008, 10 BOD members. 2010: 9 board members	Recruit 2 more board members, esp. in computers or local businesses, other nonprofits? Michelle Dunn (board member) heads up Nominating Committee.	10 board members active each year, regular rotation and recruitment of members
Annual Appeal	Initiated 2008 by BOD (Judi North); sent out twice each year.	April 1; September 1 (for send out dates)	
Major Donors	The Trought family, Bob Green 2006/8, Jonathan Stewart 2008 (\$1000)	Someone within the organization should take responsibility for this (the BOD could potentially be asked to take this on).	four large donors per year
Grant writing	3 grants awarded in 2005, 5 in 2006. 2007 applied for ~200, received \$20,000; 2008: 20 grants; 2009: developed Scattershot (generic grant sent to many places), received \$2,000 from this, NH State Council on the Arts \$750.	Receive \$10-20,000; continue weekly grant work (Beth, Josh). Send out Scattershot in Jan., complete one grant per week until March. Participants (volunteers, interns, apprentices) are welcome to help.	Receive 10-20% of annual budget through grants.
Fundraising events	2004 pig pickin was converted to fundraising event with raffle (staff/board) 2005 called Farm Day. Farm Feast Breakfasts started monthly in 2005. 2008: started Pizza and Soup Nights.	Farm Feast Breakfasts continue. Implement Pizza & A Movie (1 st Fri), Saturday Soup dinners (3 rd Sat). Food Event task to have sign up sheet and donation at the door.	2-3 fundraisers per year onsite, two fundraising events offsite

Development Committee	Created 2008, meet 4x/year	Board committee with some staff participation. Fundraising, membership	Financial self-sufficiency/sustainability
Gardening:	2.5 acres currently in cultivation with fruit and nut trees, small fruits and berries, culinary and medicinal herbs, annual and perennial vegetables, ornamental flowers, and cover crops. The beds are no-till and all crops are organic. Continue to seek seed/stock donations.	Increase the quantity of food that we produce, increase biodiversity, continue to add bed space, establish all field edges with multi-story plantings, create value added products such as tea blends and food products. Utilize our own seeds as much as possible. Emphasize maintenance of already established gardens. Seeking Garden Coordinator.	Move toward a perennial system of gardening, which requires less maintenance (planting, watering, weeding), increase garden space. Become more familiar with abundant wild edibles (milkweed, cattail, dandelion) in order to maximize usage
Annuals	We grow a variety of annual veggies, culinary herbs and cut flowers. They are started from seed onsite, transplanted out, watered and fed. Tried growing grains on human scale.	Increase focus of root veggies and storage crops. Sow, plant, water, feed, weed and compost. Try human scale grain and dry bean production. Salad close by for consumption. Organize at garden meetings.	Continue to plant a nice variety of annual vegetables, primarily for onsite consumption, with surplus sold locally.
Chicken tractors	Used 3 mobile chicken units. They are put on new garden areas and areas that need to be reclaimed due to weed invasion.	Considering labor involved with tractors. Repair as necessary. Assessing how to utilize with continuity proximity and necessity. Use large ChickenMobile and smaller ones when functional and needed.	Keep tractors in use and maintained.
Composting	We currently have approx 20 compost piles. Hot piles are turned weekly by on-site learners. We have portable compost sifter. Harvesting local organic material, leaf mulch from PSU. Humanure piles at the top of Upper Field—spread on Upper Upper pasture.	Add piles as needed. Turn as necessary, use as on-site learning tool for participants. Fix and utilize manure spreader for direct application. Assessing the value of a compost depot location. Seek more biomass from off-site.	Keep building new piles as gardens expand. Experiment more with static piles. Windrow Compost in future bed space. Keep records.
Cover Crops	Cover crops such as buckwheat, oats, clover, rye, fava beans, peas, vetch, alfalfa and soybeans have been used. Upper Pig Pasture terraced paths seeded with clover.	Make sure beds are always mulched or planted with cover crop.	Continue using cover crops to build the biomass of the soil.

Cut flowers	We grow a nice mixture of annual flowers for arrangements.	Focusing on leech field as pick your own cut flower bed.	Focus on for sale and insect beneficial.
Drainage	We have created swales and raised beds to prevent runoff and erosion. The soil is mulched, planted, and aerated to facilitate drainage. Curtain drain from parking lot area down to planned pond within pig area.	Continue developing terraced systems and contoured beds. Fix drainage below pond east of Homestead. Improve drainage near cob greenhouse so water runs into pond, not pig house (all).	As the gardens expand and ponds are made we will continue to plan for proper drainage. Acquire an excavator.
Edging	Edged garden beds using hand sickle. Fed grass clippings to oxen and chickens. More use of oxen for edging purpose. Edging signs ups weekly in growing season.	Use oxen for edging purpose. Edge with hand tools as necessary for aesthetic and insect barrier. Hand edge as part of garden work area plan; fed grass clippings to chickens, oxen, and pigs (All).	Eventually remove all grass from within garden areas so we don't have to do this.
Fruit trees	We have around 10 old apples and lots of crabapples. There are several varieties of dwarf and standard apples planted in the last 7yrs, along w/ cherries, plums, pears, a nectarine, peaches, Asian pears, hearty kiwi, persimmons, mulberry, medlar, paw paw, apricots.	Plant out new stock from new FEDCO order. Possible clay spray & Serenade. Yearly pruning, mulching, protect from rodents and weed suppression.	Continue planting more and more varieties of fruit trees.
Garden products (teas, salves, tinctures)	Produced 5 types of tinctures, 2 types of salves and 2 varieties of lip balm. Marketed and sold through vendors downtown, at Farmstand, craft shows, website.	Tea – Dry (dehydrator, cob oven, boiler room) and store what we need for year-round use and for sale. Coordinate weekly tea harvest through growing season for medicinals and culinary plants—with the goal of making tea blend. (organized at garden meetings)	Utilize medicinal plant resources according to staff interest and capacity.
Greenhouse maintenance	Greenhouse received daily attention: the temperature and moisture levels need to be controlled. Replace plastic as necessary. 2007 begun new greenhouse construction, used in fall 2008. 2009: Closed in New Greenhouse with Outdoor Kitchen.	Possible construction of southside of Homestead and southside of Blacksmith Shop.	Maintain g-houses and plan for more. Look to expand on south side of homestead.

Harvesting	Greens begin early spring and carry through season. Vegetable harvest begins in July, picking up in August and heavy picking in September. During peak season group harvests in the mornings.	Group harvests as needed for markets/restaraunts. Daily harvests of greens and other in season veggies for cooking and daily use. (organized at garden meetings) Harvest days- 2x/week for veggies, 1x/week for tea organized at weekly meetings. All veggies are weighed and compiled in Harvest Log for end of year numbers.	Hoping to see exponential increase in harvests!
Herbs	There are several kinds of culinary and medicinal herbs growing wild and being cultivated. We harvest the herbs as a rate in which they can proliferate, and use herbs throughout the growing season.	Increase species variety, with a focus on what can be dried for tea or utilized in baking and cooking. Maintain health of plant populations and continue harvest and use onsite.	Maintain herb gardens, continue adding space and species. Continue increasing harvest and processing of raw materials.
Irrigation	Currently using a drip irrigation system using PV water pump and well water. Put together in spring Fixing leaks and replacing broken hardware is ongoing. Set up new irrigation in Upper Field (gas pump bringing water from stream to 1000 gallon tank with drip pipe in field)	Inventory and implement drip system as necessary. Reuse older pipe before cutting up new pipe. (Beth)	Continue to irrigate, aim to build continuity in system and ease of use.
PV water pump	Pump was fixed 2004 and 2005, operational. New pump 2007	Maintain water pump; 1 panel to charge batteries, improve cart holding pump.	Maintain PV pump.
Water catchment	Catching water off of north and south sides of red barn, off Homestead in buckets, lower chickens, ox hovel (55 gallon drums)). This fills about 1,350 gallons total.	Install new water catchments as listed above under Construction; acquire larger collection tanks. Porch and bulk head by north side, west side of Ediths. Set up/take down of gutters and holding vessels (Spring/Fall), and encourage further expansion possibilities.	Keep catchin' water and using it wisely. Put gutters and tanks on all new roofs.
Leaf collection	We have collected leaves in the fall, used as mulch and composted; acquired leaf mulch from PSU; 2009: 3 new leaf-mulching bins eastside of G-Animal	Roadside collect leaves in the trailer or ox cart, to mulch and compost. Be proactive about collecting leaves in the fall.	Annual leaf collection on a larger scale.

Mulching	Used straw as weed suppression, temp and moisture control. Straw is expensive.	Look for straw alternatives, or waste straw from events, to minimize use of straw. Possible use of American bamboo, cattails, or other invasive to hold down leaves; Cheap straw from Cedar Circle farm (Beth).	Maintain extensive mulching of gardens using a variety of organic materials gathered locally.
Nursery	Sold \$1000 worth of nursery plantings in 2008.	Maintain perennials for sale and for replanting on the property. Continue on small scale unless greater interest.	Landscaping sub-business if interested personnel
Nuts	There are Black Walnuts, 2 Butternut, Heartnuts, Filazels, Chestnuts, and about 25 Filberts, Pecans. First walnut and butternut in 2008.	Mulch and weed suppression on existing trees.	Maintain existing trees/bushes and keep planting more. Harvest, use, and store crops.
Path maintenance	Have been maintaining garden and orchard paths by layering cardboard followed by wood chips. Ledge pack around Homestead and parts of garden. Logs added to medicine trail.	Remulch paths as needed. Continue to improve medicine trail.	Continue path maintenance and upkeep. Also build and maintain new paths.
Perennials	Over 100 species are currently growing onsite. They are maintained by weeding, watering and mulching with compost.	Increase species on site for later sale & division (possibly at Edith's). Maintain health. Plant seeds, transplant outdoors and pot up for resale and replanting onsite, and to Bill/Betty.	Maintain care of plants, increase variety. Expand perennial gardens.
Pest Control	Use of Remay, pepper and garlic sprays, and hand picking. Also intercropping and crop rotations (group participation).	Use interplanting method in rotation with heavy hand picking on potatoes (Colorado Potato Beetle), squashes (Squash bugs and Cucumber Beetles), asparagus, brassicas (slugs, cabbage worm). Use netting on blueberries. Increase soil fertility and health to discourage pests. Use Kaolin Clay and Serenade in orchard.	Continue hand picking and try to use companion planting to deter pests.
Ponds	We have a pond in G-Animal, Edith's Pond (by barn).	Looking to expand Edith's Pond to develop shallow wetlands to the East of pond. Series of ponds in terraced gardens—with the purchased of excavator or Bob Guyette.	Build pond above the Upper Upper Field.

Pruning	We have many old apple trees onsite and several planted in the last 7yrs. We prune them each spring and fall for sucker growth and shaping. Also prune other shrubs and trees for health and maintenance. (Josh)	Prune suckers and wild looking shrubs before leaf out. Prune apple suckers in fall. Also keep cutting suckers back in woodland planting areas. Save apple cuttings (Josh organize). Primary pruning before spring melt (March). Maintenance pruning can happen year round.	Maintain the health and vitality of our fruit trees. Keep woodland plantings vigorous.
Record keeping	Inconsistent notes are kept of seeding, transplanting, and crop success. Annual yields and daily weather have been notated. (GM organizes)	Indoor seeding, outdoor transplant and seeding, harvesting records. Maintain seed inventory each year. Garden notes are being kept for referral.	Keep up with records. Make available to public for educational use. Help us with creating curriculum for garden apprentices.
Seed saving	We have saved seeds various flower sp., cress, ornamental corn, carrots, lettuce, kale, greens, and many species of medicinal herbs.	Save more seeds this year. Most seed cleaning is done in late Fall and Winter. Observe seed-setting in garden and act accordingly. Looking for a specialist with a longer term commitment.	Save 50% of all seeds.
Indoor Seeding	Seeds are started indoors in Feb. We have shelves and lights in the basement. Clean with Hydrogen peroxide and sunshine as necessary.	Check and water flats as needed each day. Bottom water using trays by fridge. Minimize electric/light use—direct seed whatever we can. Utilize living room/sunroom to start kale in mid-January.	Continue seeding indoors and maximizing all available space. Evolve into using indoor seeding as much as possible. G-house space will become more available. Possibly use soil blocks in future
Sheet mulching	We prepare our beds using gathered materials to suppress weed growth.	Continue mulching for new beds. Explore using materials scavenged onsite instead of straw. Gather newspaper and cardboard from the transfer station, Chase St. Directly follow chicken tractors with sheet mulch; re-mulch as needed. Seasonally use supplies in Fall, to be stockpiled in Winter.	Continue garden expansions and using sheet mulching.
Small fruit/berries	We have raspberries, blueberries, strawberries, lingonberries, currants, jostaberries, chokecherries, serviceberries, cranberries, and elderberries growing in several locations.	Divide raspberries and elderberries from existing nursery stock to other locations.	Maintain health of plants, canes and bushes. Continue adding to selection and numbers of species. Increase harvests yearly.

Soil amendments	We have added dry amendments to compost piles weekly, potting mix and when sheet mulching new garden areas. Alfalfa meal used with blueberries. Before 2009, purchased amendments to mix our own fertilizer. 2009: Used pre-mixed Pro-Start on garden beds.	Buy new batch of bulk materials from NCO by March go to Bradford and pickup (soil conditioner, rock dust). Will consider when time comes what to do about fertilizer (pre-mix, D Acres' mix or none).	Continue purchasing bulk organic amendments for use in compost piles.
Soil health	A lifelong study that is essential to the health of the planet. We are ever studying and experimenting with things like compost tea, worm castings, dry amendments, and composted organic matter. Paul Sachs presented in 06; 2007: M. Fulford presented.	Continue studying and applying new ideas and techniques to improve tilth and fertility of the soil. (staff)	To have a dynamic, productive soil ecosystem with abundant crops.
Soil testing	Have been doing biannual tests through UNH extension service. Agri-Labs 06(GM organizes)	Analyze weeds to determine pH of soil.	Keep records.
Trellis repair/building	We have several garden trellises, some stationary some transportable, planted with climbing veggies and flowers. Metal one for codonopsis in orchard. Roadside wisteria trellis semi functional. Built trellis for grapes. Most in disrepair.	Repair trellis and build new ones- include moveable trellises for peas, pole beans, cucurbits. Build more areas for hops; Put up trellis for new kiwis, near old kiwis, repair old kiwis and Edith's (Josh).	Keep planting on trellises. Build new ones.
Watering	Observed and maintained proper moisture of indoor/outdoor and greenhouse plants. Requires daily attention.	Observe plants and seedlings. Bottom and top water as necessary. Improve irrigation to decrease hand watering; use compost & worm tea.	Maintain health of plants.
Weeding	Intensive hand weeding and use of hand tools.	Maintain existing beds. Define bed edges, sheet mulch as needed (coordinate weeding efforts at garden meetings).	Maintain bed space and keep grass from encroaching.

Kitchen:	Dabbled in baked goods, and selling goods at farmers markets/local retailers. Bread, granola, harvest preservation, hostel meals, food events.	Maintain cleanliness; prepare meals when necessary, food events, workshops, and hospitality. Sell via LFP in winter months and at winter markets. Continue to organize pantry and root cellar.	Increase preservation efforts and involvement in events. Consider expanding hosting more events in opportunity arises.
Baking bread & sweetbreads	2 weekly deliveries of 200 pieces sweetbread, 60-70 loaves bread, bread sold to individuals on occasion. Costing of ingredients started.	Baking for on-site use once each week (loaf bread). Teach interns to bake for house use. Focus on expanding baked goods markets only if interested personnel. Make baked goods sales cost effective. Possibly offer baked goods with bulk order pickup. Pursue locally sourced flour ongoing.	Increase product line, cost out all new recipes. Supply baked goods weekly to 10-20 households locally. (Introduce staff member interested in pursuing commercial production as a cottage industry enterprise). All dependant of availability of local flour.
Cleanliness/Cleaning Supplies	KM responsible for doing and/or delegating Homestead cleanliness.	Assignment of cleaning chores to residents in wkly cleaning chart; everyone do dishes! Check with KM for appropriate cleaning supplies.	Keep up with it.
Cob Oven/cooktop	Operational, but needs plastering, increase draw. Manual is on website. Added cob cooktop.	Utilize for dinner cooking 3-4 times per week when weather permits and sun oven is not viable, and for Pizza Night. Orient new folks to cob oven as season allows.	Utilize for a lifetime. (Maintained by staff)
Deliveries	Delivered to 5 vendors in Plymouth 2 times a week. (Abby organizes), did deliveries weekly to vendors in Hanover area but discontinued. 2009: supplied lettuce mix, potatoes for Six Burner Bistro	LFP deliveries bi-weekly in winter, weekly in summer (of surplus goods).	On farm retail.
Developing Recipes	20 sweet bread recipes, 5 loaf bread recipes, assorted meal recipes	Consider posting recipes on the web. (Regina will coordinate). Accumulating recipes for potential recipe book (follow-up Bev Walker proposal-Regina)	Cookbook and Foraging for Wild Foods book (seasonally & Northeast focused).

Food Order	Monthly order with UNFI, also Associated Buyers for local baked goods materials. Neighbors encouraged to join in on bulk order. 2009: held one Food Club gathering (btwn 3-5 regular bulk buyers)	Purchase the products that we need each month, produce better inventory list of what we need for baking. Assist customers with ordering – provide with our Frequent Order List. Place Order, Add up bills (including 3% handling fee), email customers when order arrives, schedule pickup. Increase membership. Old catalogues and receipts filed - in office and cookbook shelf) Local food co-op in buying club. Hold food club gatherings (Regina)	Organized by KM
Inventory	Inventory list of what we have available from our pantry.	Allow Food Club members to buy from our inventory—make inventory list more available (RR or intern). Focus on stocking crops that can be grown as staple goods in this area. (Regina)	Maintain.
Outreach	10-20 folks buying at some point through the year. Up to 5 regularly.	Increase number of regular buyers to 12. (Regina)	25 regular buyers. (Organized by KM)
Food Club Sales	\$200-\$250/month; up to \$300/month 2007	Increase amount of sales to \$750 per month. (Regina)	\$750 per month in food club sales. (Organized by KM)
Hosting & Catering Events	Cater workshops, Pig Pickin’ party, annual Audubon chapter meeting, monthly food events, farm day, member celebration dinner, Joel’s party.	Open to catering non-D Acres events; develop price per person, or menu for each event to determine cost (Regina).	Host four events per year for non-D Acres functions that relate to our mission. Assess viability of catering license. (KM)
Kitchen License	Class D- 24 person restaurant.	Maintain license. (Regina)	Have license required for whatever we want to do. Potentially, upgrade for prepared foods and catering. (KM)
Nutrition Expertise	We try to maintain a whole foods environment with no refined sugars. Offered workshops throughout the year and at the 2008 Wellness Conference.	Build kitchen file of nutrition information for use by participants that helps us as a group make better food combinations and be healthier (if interested personnel). Relevant workshops offered when opportunity arises. Refined sugar will not be purchased or served to guests.	Maintain standards of nutrition.

Preserving	We freeze, dehydrate, can, pickle, ferment, process, and store goods harvested onsite.	Develop records of all harvested goods, and recipes used to preserve them. (Regina) Grow crops that are energy-efficient to preserve- minimal energy expenditure. Rotate older canned goods to be consumed first. Harvest/Preservation workshop in Fall.	Develop comprehensive guide to food preservation within the D Acres farm system (what, how to, when). Increase food self sufficiency each year
Protocol for food safety	Aware of regulations (Josh, ServeSafe graduate, organizes) brought in serve safe rep who presented to D Acres staff and interns in 2004	Develop protocol for kitchen safety in food production (list of rules). Orientation for new people. (KM/staff)	Maintain food safety. (Organized by KM)
Recycling & Trash	Separate recycling and trash, bring kitchen containers out to garage, work with who ever goes to the dump	Manage recycling & trash. Reuse glass, cardboard, recycle all else. Separate compost & chicken scraps.	Develop and implement a system to assess our waste management. Educate residents and visitors (especially hostel guests) on waste and proactive measures to reduce.
Root Cellar Development	Utilized for long-term cold storage and winter storage of soil for Spring.	Clean and prepare in Summer for Winter storage (Regina). Workshop in fall. Use root cellar during the winter months as refrigerator.	Build system capacity; fill it up with our own product.
Solar cooking	Purchased solar oven, used occasionally.	Use regularly – 2-3 times per week as weather allows. Orient newcomers to alternative methods of cooking.	Cook with solar whenever weather allows. Considering Solar Cooking workshop.
Workshop Development	Tempeh, bread baking, canning & pickling, beer brewing in 2005. Offered 6 workshops (plus duplications) in 2006. Health & Wellness Conference in 2008. 2009: Offered 5, Dandelion winemaking	Expand workshops. Adding Seasonal Soup Cooking Class (4 times/year).	Cooking club, nutrition, fermentation – kimchi, sauerkraut

Wood-crafting	Brochure and catalog produced for 2004, secondary brochure produced to interior designers and architects, 4 retail outlets for wood-crafts, interns interested in wood-crafting were able to explore their interest. Sam Payton Artist in Residence 2004-2007 – following categories reflect this period of more intense production	Utilize apprentices to share the workload. Find vendors, find customers for custom orders, produce high quality products, incorporate apprentices into production goals while meeting their learning objectives, plan and implement workshops. Interns/apprentices needed to do production work. Open and interested in having a wood-crafter onsite to take on this work full-time – will do soft advertising online/emails.	Include more apprentices. Become revenue source for other D Acres operations. Become model of successful cottage industry.
Turning	Bought lathe this past year	Josh to take class in Feb.	
Production for Revenue	Spoons, cutting boards, frames, hearts, furniture	SPOONS, hearts, live furniture	
Custom work	8 custom pieces produced	Focus onsite, work on dining room area, additional bookshelves in 2010.	
Finishing	Used HVLP to apply finishes; water based finishes from target coatings. Bought in bulk direct from company.	Involve interns in finishing starting with small crafts moving up to larger pieces over time.	Continue to produce high quality non-toxic and hypoallergenic finishes.
Inventory	Log of inventory kept for all woodcrafts, sales noted by store with notes on commission; wholesale account entered directly to Quickbooks. Crafts and furniture kept onsite until delivered to retail venue or sold here.	Maintain craft inventory (Josh) Create woodcrafts with a retail venue or other means of sale in mind. Keep inventory of furniture onsite to a minimum. Keep up with demand at retail stores. 50 spoons, 10 hearts, 10 peace signs onsite at all times.	Maintain inventory of small woodcrafts for distribution and onsite sales.
Marketing		Update photos on website and Local Harvest. Active solicitation for woodcrafter as artist in residence	
Catalogues	Created photo book in 2005 one @ D acres, one at AR.	Update website with more photos with focus of attracting new custom orders.	Update photos annually, produce catalogue of all D Acres merchandise

Craft shows	Went to Canterbury Shaker Village Wood Days. Had many pieces on display, demonstrated how to cut dovetail joints by hand. People were more interested in work bench more than anything else. More woodworkers there than potential clients.		
Professional guilds	member sheridon arts center, Artistic Roots, new England craftsmen association; Josh joined league of NH craftsmen in 2007	Maintain memberships.	Continue membership, Look for other professional guilds where member ship would be beneficial.
Marketing Materials	distributed information to 15 retailers in person, 30 electronically, and many individuals		Keep up to date brochure(s) available.
Retail Outlets	6 retail outlets for wood-crafts: NE Craftsmen Assoc., artistic roots, Earthly Treasures, NH Forest Society gift shop, Sheridan arts center, Longhaul farm.c-man store	Keep up with consignment and wholesale venues we are already involved with.	Have product in 15 stores, and keep the inventory up.
Milling	Done on 12" planer and 6" jointer	Interns involved in 1/3 of milling. (Josh)	Involve interns in all milling
Product development	Product development done based on seasonality, market, and tools available. Currently, there are quite a few furniture designs, bowls, cutting boards, wooden utensils, lamps, birch bark frames, chop sticks, hair pins, Christmas ornaments, and boxes.	Focus on spoons, hearts, birch bark frames and live furniture. (Josh)	Continue to expand product offering as needed.
Sanding	Done by hand, random orbit sander, belt sander, and pneumatic sanders.	Involve interns in 1/3 of sanding.	Have donation of wide belt sander and edge sander.

Tool donations	3m donated many pieces of safety equipment and misc. shop materials		
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