



Meeting of the Board of Trustees

January 19, 2021, 5:00 pm

Zoom Meeting

<https://us02web.zoom.us/j/83372077978?pwd=TKN1VWUrO0xPSkNmekc2a3BVclhKdz09>

Meeting ID: 833 7207 7978 Passcode: 756461

AGENDA

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes [attachment]
- IV. New Business
 - o 2021 Board Election and Transition
 - o Septic Upgrades
 - o Greens Section 18 [attachment]
 - o 2021 Program Schedule [attachment]
- V. Old Business
 - o Hartland Reciprocal Trail Use
 - o Conservancy Office Move
- VI. Committee Updates
 - o Finance Committee Report [attachment]
- VII. Staff Reports
- VIII. Other
 - o Next Meeting: Tuesday, March 16, 5:00 pm, Zoom Call
- IX. Adjourn

WILLOWSFORD CONSERVANCY

Meeting of the Board of Trustees

November 10, 2020, 5:00 pm

MEETING MINUTES

Attendees: Board Members: Mark Trostle, Rick DiBella, Claudette Papathanasopoulos, Greg Licamele, Avi Sareen, Mary Hegedus, and Chase Rowan. HOA Board: Harry Pugh and Frank Blackstone. Conservancy Staff: Iris Gestram, Taryn McFarland, Jamie McArdle, Collin Thompson.

I. Call to Order

Meeting was called to order at 5:03pm

II. Approval of Agenda

Motion to approve agenda passed without dissent.

III. Approval of Minutes [attachment]

Motion to approve minutes from September 15 meeting passed without dissent.

IV. New Business

2021 Budget

The Conservancy presented the 2021 budget to the HOA board for review. The HOA board had sufficient time to review and ask questions. The HOA board is planning to discuss the budget at its meeting on November 12.

The Conservancy will be able to keep the annual assessments unchanged from 2020 levels: \$40/month or \$480/year, and will be able contribute to a reserve fund in 2021.

Potential programming changes in 2021 due to Covid, including cancellation of summer camp, would likely not have a major impact on the budget. While program cancelations do reduce revenue, they also reduce expenses, and the net is insubstantial.

The assessment letter to residents was presented. No changes were suggested.

Mark motioned to approve the proposed budget and assessment letter.

Motion was approved without dissent.

Hartland Reciprocal Trail Use

The Conservancy is considering a potential reciprocal trail use agreement requested by Hartland. The agreement would allow trails in The Grant to connect with a new Hartland trail system. No other facilities or amenities would be shared.

The Grant village wraps around the Hartland community. Hartland's trail system is not yet fully developed. For comparison, the Grant is roughly 1000 acres and Hartland is 800. The trail systems would likely have two main connections points and would significantly increase the amount of trail available to Hartland residents.

With the communities being in such close proximity, and both having access to the paved Fleetwood Trail, it is likely that residents from both communities will access each other's trails with or without the agreement. An agreement gives the Conservancy the ability to set usage terms and have input on Hartland trail signage and other features. For example, the Conservancy could require that Hartland's privacy signage be consistent with ours. There was also discussion about Hartland's trailheads being hidden from view like ours.

The main concern about reciprocal use will be the ratio of Hartland residents to Grant residents and monitoring to make sure Hartland residents do not put a disproportionate amount of wear and tear on our trails, and public trail access through Hartland onto Conservancy trails. Increased use often results in more incidents related to trespassing, off-roading, vandalism, etc.

Mark will draft a potential agreement for the board to review and vote on.

The Conservancy and residents continue to observe frequent trail use issues although it is often not clear whether people using the trails are residents or not. The Conservancy's main concern is people that are being destructive, such as using ATVs, using the campsites, or poaching. It would be difficult to have Conservancy staff patrol the trails, as they have too much other work to focus on and too many miles of trails to effectively monitor. Staff do confront trail users that show questionable behavior.

2021 Board Meeting Dates (Tuesdays at 5:00pm)

The Conservancy will meet on the below dates at 5:00pm:

- Jan 19, Zoom Call
- March 16, The Grange or Zoom Call
- May 18, The Greens
- July 20, The Grange
- Sept 21, The Greens
- Nov 9, The Grange

V. Old Business

Conservancy Office - Boat House Lease Agreement [attachment]

The draft lease was presented in September and the Conservancy received some comments that were addressed. The Conservancy is now proposing to sign the agreement. The agreement covers the Boat House grounds and half the parking lot. It will not impact resident use of the patio or lake. The Conservancy plans to occupy the Boat House starting in January 2021.

The board acknowledged there has been some discontent and misunderstanding within the community about the Conservancy moving into the Boat House. As this has been a well-documented plan over several years, there was no discussion of changing the plan at this late notice. The Conservancy will work on how the plan is communicated to residents.

Mark motioned to approve the lease agreement. The motion was passed without dissent.

2021 Board Transition

With the end of the Founder control period approaching, election for two Conservancy Board Trustees is planned for early Q2 2021 as per Conservancy by-laws. The Conservancy governing documents do not specify as many details about the election process as HOA documents. Where there are ambiguities, the Conservancy will make an effort to follow HOA guidelines when possible.

Like the HOA, the Conservancy plans to have electronic election ballots and will hire a vendor to carry out the election.

Claudette will put together a draft timeline and more details to share with the board at the January board meeting.

Willowsford Design Standards

An 8-member committee was formed by the HOA to revise the design standards. The committee is covering a larger set of changes that are being implemented, not just focused on the Conservancy/conservation concepts.

A draft of the revisions should be available within two weeks. There will be a future meeting to discuss the draft.

Dominion Energy Pipeline Upgrade

Dominion Energy has cleaned up and moved out of area. They have seeded everything and are coming back in the spring to pull out BMPs and plant trees. They are waiting until spring to plant trees because the success rate is better at that time. Neither the Conservancy nor Land Development have complaints about how the project was carried out.

VI. Committee Updates

Finance Committee Report

At the recent Finance Committee meeting there was discussion about the drivers of the budget. Strategic planning was also discussed, and it is anticipated that the process will start later in 2021.

The Willowsford developer has asked for and agreed to fund a 2-year audit through fiscal year 2020. Iris and team will support this audit. The Finance Committee would like to perform an audit every year and funding for an audit is now in the 2021 budget.

The endowment moneys have been transferred to Vanguard and are invested in a product that has low cost and is appropriate for non-profit organizations like ours. The endowment will be included in the audit.

VII. Staff Reports (attached)

Staff reports were given per the attached report.

In addition, the board discussed pursuing trail improvements for accessibility in the Grange and Grant.

VIII. Adjourn

The meeting adjourned at 6:36

STAFF REPORT

Land Stewardship (Taryn McFarland, Land Stewardship Manager)

Trail Usage and Maintenance

With residents spending more time at home during COVID-19, there has been an increase in volunteer interest and use of trails and amenities. Conversely, off-roading, littering, trespassing and other undesirable behaviors are also increasing, causing additional infrastructure wear and tear and work orders, and more litter on trails and at trailheads. and more work orders. The Land Stewardship team is adapting with new ways of accomplishing the additional workload while continuing to complete regular tasks and annual goals.

To address some of the issues, the team has increased trail monitoring and maintenance work and re-prioritized other planned work. An additional bear proof trash can was installed at the Greens trailhead.

As part of the Conservancy's continued efforts to improve the trails, a 2021 project in The Grove aims to make the trail system more wheelchair and stroller friendly by upgrading Pinewoods Loop. Trail surface improvements are scheduled for 2021 with additional educational signage or activities to follow in 2022.

Land & Wildlife Management

Forests are a vital part of Conservancy open space and the Willowsford community and require care and management. Forest monitoring and invasive plant removal are ongoing as we work to maintain diverse, healthy and safe forest stands. The impacts of development upon trees on the forest fringes compound with pest and disease damage, weather and climate impacts, resulting in a higher number and larger size of dead and dying trees that need to be removed. The impact of these stressors can take years to manifest, and we expect a rising tree workload over the next few years before it plateaus. The Land Stewardship team continues to pursue arborist training and certification to take more tree work orders in house. Very large trees, unsafe trees, and larger jobs will continue to be contracted out to prevent injury, reduce liability, and balance with the team's other work responsibilities.

An equally important area of Land Stewardship is reforestation and habitat improvement to assure healthy forest continue to flourish at Willowsford. In October we worked with Loudoun Wildlife Conservancy, using grant funding for a tree planting in the Darkmoor Forested Wetland in The Grove. We will be working with LWC again in 2021 and have applied for a grant from the Loudoun Soil and Water Conservation District for a riparian planting around Allen Farm Pond in The Grant.

A meadow restoration project in The Grant has made good progress in reaching 2020 goals. Filled with poor quality construction dirt and seeded over after land development activities, the 1.5-acre site was given a fresh start by removing undesirable and invasive plants and planting a winter cover crop for soil improvement. In spring this site will be seeded with a mix of native grasses and forbs to improve the site's visual appearance, soil health, and wildlife value.

A successful bluebird monitoring season counted 94 fledglings in the nesting boxes: 51 of them bluebirds. Loudoun Wildlife Conservancy reported a hard year for bluebirds, contrasting with a successful season in Willowsford. The wood duck and kestrel boxes saw little activity and we are brainstorming ways to encourage nesting next year.

In its 5th season, the deer population management program began October 5. As of November 7, 69 deer had been harvested in The Grant, The Grove, and The Greens, including 66 antlerless deer.

Firewood orders continued steadily with many returning customers. In preparation for fall, the Conservancy team has restocked the wood supply and firewood operation supplies. Total sales in January-October 2020, including 14 cords of firewood and 20 racks, were \$9,703 compared to \$5,458 in 2019 for 6 cords of wood and 17 racks.

Amenities: During COVID-19, residents enjoyed Conservancy amenities for overnight camping and facility events, following health and safety measures. Amenity rentals included 57 camp nights from May-October (66 in 2019); 3 Cedar Pond Pavilion Rental days (3 in 2019), and a weeklong rental of Hidden Meadow for a boy scout summer camp (no rental in 2019). Total rental income May-November (including an upcoming Hidden Meadow rental in November) is \$6,061 compared with \$3,989 in 2019.

Dominion Energy completed the first phase of the pipeline replacement project in early November. Dominion will follow up in spring to have their contractor plant trees.

Willowsford Farm (Collin Thompson, Farm Manager)

Production

The season is wrapping up well despite increased disease pressure, mainly impacting solanums (tomatoes and peppers) and brassicas (broccoli and cauliflower). We are seeing some losses, but not so much that it impacts our ability to fill CSA boxes. Plans are to work with a soil consultant on balancing our soil, which can go a long way in fending off disease and pest pressures.

The high tunnel has been constructed and awaits the plastic shipment to cover the tunnel. We disassembled three structures and combined them, resulting in a larger structure on better ground. This provides additional production space and more efficient operations. Larger structures lead to better heat retention during the winter season. We have already seeded in the structure, so once the plastic is in place, the crops already growing there will have favorable growing conditions.

We discontinued the pig enterprise due to challenges with labor and slaughter costs and options. The farm will continue to work with Whiffletree Farm to provide local, sustainably produced pork products through our CSA program.

Staffing Updates

Ashley requested continuing her work in a contractor role to focus on family responsibilities, meaning she will work remotely with fewer hours. She will continue to

support CSA and marketing operations, providing excellent customer support and valuable continuity for the coming season.

Alex Burnham has started in her role as Harvest and Sales Manager. She has been with the farm for two seasons, working in retail and production. In her new role, she will bridge the gap between field work and sales.

CSA Summary

The summer CSA season is winding down with three weeks of distribution remaining. We will take a short break before starting the winter CSA, with a great offering of storage crops and fresh greens from our high tunnels.

Below are the final numbers for the 2020 summer CSA and date for the winter program. In addition to exceeding sales goals in all summer categories, we expanded the winter CSA to meet demand, since our fields are producing a surplus of storage crops.

2020 Main Season Shares	Total	Goal		2019 Shares	2018 Shares
Veggie Shares:	402	400	100%	300	253
Family	128				
Personal	197				
Starter	77				
Meat Shares:	70	30	233%	38	N/A
Farmers Choice	50				
Chicken	20				
Milk (Sold Out)	72	40	180%	48	46
Eggs (Sold Out)	200	200	100%	181	219
Flowers	74	50	148%	47	58
Total Sales (Gross)	\$368,348	Budget	\$310,741		
			119%		

2020-2021 Winter Shares	Total	Goal	2019 Winter
Veggies	141	100	100
Custom Meats	32	30	24
Milk	N/A	N/A	35
Eggs	95	100	67
Total Sales (Gross)	\$48,800	Budget	\$39,350

We are working on end-of-year marketing materials to encourage members to sign up for the 2021 Summer CSA. As in previous years, discounts provide incentives to those who sign up early. Auto renewal takes effect for those who do not opt out. A robust messaging campaign alerts members before auto renewal begins, to avoid any surprises.

Conservancy Programs

Despite COVID-19, the Conservancy offered over 20 programs serving more than 700 individuals, including nature play classes, lectures, volunteer days, and hands-on workshops, including:

- TinkerGarten Nature Play Classes on six Sundays, Jan 19-Feb 23, 10:30-11:45 am, The Grange (18 participants/class)
- Community Update Sessions on Wednesday, Feb 19, 6:30-8:00 pm at Sycamore House and Tuesday, Feb 25, 6:38-8:00 pm at The Lodge (49 registrants)
- Farm Shares 101 CSA Info Sessions with the Farm Team on Wednesday, March 11 at Sycamore House and Sunday, March 14 at The Lodge (35 registrants)
- Right Plant Right Place – Native Plants for the Home Garden with Julie Borneman from Watermarks Native Plant Nursery, on Thursday, April 23, 6:30-8:00 pm, (43 registrants) – Virtual Class
- Feathered Fosters, from April 18-25, Grange Farm Stand (100 max – sold out)
- Pinewoods Loop Trail Opening – Canceled due to COVID-19. The new trail was opened in March for resident use.
- CSA Season started May 25 through Nov 15
- Exploring Nature with Your Child, an interactive nature walk, June 30, 6:30-8:00 pm, with Kim Strader, Certified Forest Therapy Guide, at Cedar Pond Pavilion (10 registrants)
- Amenity Rental Season Opens: Cedar Pond Pavilion, Grant Family Campsite, and Hidden Meadow Event Field, June 12-Oct 31, The Greens, The Grant. Rentals included 57 camp nights, 3 Cedar Pond Pavilion Rentals, and 2 multi-day Hidden Meadow rentals.

- Container Gardening with Native Plants, two hands-on Workshops on July 11, 9:00 am and 10:30 am; The Grange (Sold out – 16 attendees)
- Gardens in Public Spaces – Site tour with Loudoun Wildlife Conservancy, The Grange Wet Meadow and Native Plant Demonstration Garden, planned for July 25 – Loudoun Wildlife Conservancy filmed Iris Gestram in the Garden and Meadow and published a virtual session.
- Reeling in a Big One, a parent-child fishing class with Trout Unlimited, Friday, Sept 11, 6 pm, at Willow Pond in The Greens (Sold out – 30 attendees)
- Native Plant Sale with Watermark Woods Nursery and Loudoun Wildlife Conservancy, Sunday, Sept 13, 9 am – 2 pm, The Grange (approx. 375 attendees)
- Multiple volunteer events were held throughout the year with opportunities to volunteer with Willowsford Farm and the Land Stewardship team.
- The Conservancy's resident Photo Contest, "Nature Lens" continues to draw good participation. The next winners will be chosen at the conclusion of the autumn portion of the year-round contest.
- Willowsford Farm's 10-week Winter CSA begins the first week of December.



Scale : 1"=400'
January 14th, 2021

EXHIBIT
THE GREENS AT WILLOWSFORD
SECTION 18



urban.
Planner-Engineer-Landscape-Architect-Interior Services

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2021 Program Overview (as of 1-14-2021)

JANUARY

Winter Planning for Your Garden – Live Webinar, Thursday, January 21, 6:30-8:00 PM

A little planning can go a long way toward having a rewarding garden. We will talk about things to consider when planning your garden, references, and what to plant to benefit our native wildlife. There will be plenty of time for Q & A. Registrants are encouraged to also send questions ahead of time, to info@willowsfordconservancy.org.

Presenter: Julie Borneman, owner of Watermark Woods native plant nursery.

FEBRUARY

Native Plants for the Home Landscape Part I: Perennials, Grasses & Small Shrubs

Live Webinar, Thursday, February 4, 6:00-7:30 PM

Native plants are a great choice for the home landscape. Adapted to our local soils and climate, they provide exciting color and texture while attracting birds, pollinators, and small mammals to your garden. Learn about the types of native plants to choose from; how to select plants to create your desired garden; and about garden maintenance. Iris will share her top choices of ornamental perennials, grasses, and shrubs. PDF handouts will be e-mailed before the program, and there will be time for Q&A.

Presenters: Iris Gestram, Executive Director, and Taryn McFarland, Land Stewardship Manager, Willowsford Conservancy.

Native Plants for the Home Landscape Part II: Trees and Larger Shrubs

Live Webinar, Thursday, February 11, 6:00-7:30 PM

Native trees often excel in longevity, wildlife value, natural beauty, and other traits. Choosing the right tree for the right place ensures a healthy, beneficial tree that both you and wildlife can enjoy long into the future.

Learn about native trees and large shrubs suitable for residential landscapes; how to pick the right native tree for your home; how native trees can help you; and how to plant and care for a tree. Taryn will cover her "Top 5" of each: Large Trees, Medium Trees, Small Trees/Large Shrubs, and answer questions after the presentation. PDF handouts will be e-mailed before the program.

Presenters: Taryn McFarland, Land Stewardship Manager, and Iris Gestram, Executive Director, Willowsford Conservancy.

Bears (Working Title) – Live Webinar, Wednesday, February 17, 4:00-5:00 PM

Bears are frequently spotted at Willowsford as our open space serves as a popular "travel route" for black bears in the region. Join Jordan Green, a wildlife biologist who specializes in bears, in learning more about our wildlife neighbors, and what we can do to keep our yards, our community, and the bears happy and healthy.

Presenter: Jordan Green District Wildlife Biologist, VA Department of Wildlife Resources

MARCH

Foster a Feathered Friend, March 20-27

There are few things as irresistibly cute as a newly hatched baby chick... except, perhaps, two chicks! Our popular "Feathered Fosters" program allows residents to care for a pair of baby birds for 7 days. Area farms have noticed a trend of folks looking to re-home chicks purchased from feed stores. Instead of buying chicks and struggling to place them later, consider fostering a pair of our hatchlings and participating in local agriculture.

Willowsford Farm provides all the information and materials you need to keep your new feathered friends healthy during their stay—you provide the love! Through this program, your family can have a 'hands-on' learning experience in the joys and responsibilities of caring for young livestock. Reservations are required. (max. 100)

APRIL

Earth Day Farm Volunteer Opportunity – April 22

Amphibian Program – TBD

MAY

Amenity Rental Season: Cedar Pond Pavilion, Hidden Meadow Event Field & Group Campsite and the Grant Family Campsite are open for residents May 1-Oct 31.

Native Plant Sale, Sunday, May 2, 9AM - 2 PM; Willowsford Farm Stand

Spring is a great time to plant native perennials and shrubs to brighten up your garden and create colorful containers for your patio or front door! Stop by the Farm Stand on Founder's Drive on Sunday, May 2, to shop for native plants from Watermark Woods Nursery. Landscape professionals and volunteers will be on hand to assist with plant selection and gardening advice.

Take advantage of this opportunity to pick up plants and connect with professionals who can help you maximize the environmental and wildlife benefits of your yard.

Spring Farm Market, Saturday, May 15, The Grange, Founder's Drive

Willowsford Farm CSA Season, May 25 – November 20

From Farms to Woods, Thursday, May 27th, 4:00-5:30 PM, Pinewoods Loop, The Grove

Not long ago, farms across Loudoun County grew a variety of crops and livestock. Although many of the farmers are gone and the land has changed, marks of the past can still be spotted in the woods. Join Willowsford Conservancy for a walk around Pinewoods Loop and discover remnants of the farms that were operated there, and how nature reclaims the land when it is left to regrow.

Max 15 participants. Suitable for ages 8 and older. Rain or shine; please dress for the weather and for walking through the woods. Bring water and bug repellent. \$5 per person. Meet at the Pinewoods Loop trail entrance off Water Oak Place. Parking available at Twin Ponds Park. (Steve Lockett, Andrew Richardson)

JUNE

Fishing for Beginners – Friday, June 11, 5:00-6:00 PM at Willow Lake, The Greens

Is it your first-time picking up a fishing rod, or maybe you want to brush up on some basics? Join Willowsford Conservancy and Trout Unlimited's local chapter to learn about fishing fundamentals and basic fish ecology. The class will prepare you for everything: from selecting the proper rod and bait, to taking your fish off the hook.

Stay after the class to fish with TU!

- Space is limited to 6 parent/child pairs, ages 8 and older. Couples/adult pairs are welcome, too!
- Cost: \$25 per pair. Please bring your own gear, including fishing rod, bait & tackle. No refunds for cancelations after COB Friday, June 4.
- Rain date: June 18th. The class will only be moved if there is severe weather.

Camping 101 – Thursday, June 24th, 4:00-5:30 PM at the Grant Campsite

Camping season is here and now is a great time to take a break and relax in the woods. A lot of skills and "tricks" go into making sure the trip goes smoothly. Join Willowsford Conservancy and learn how to build a campfire like a pro, tips on what to bring for making camping easier, secrets to cooking over the open fire, and so much more. You will leave well equipped to make your next camping adventure easy and leave the woods just how you found it. Max 16 participants. Suitable for ages 10 and older. Rain or shine; please dress for the weather and for walking in nature. Bring water and bug repellent. \$8 per person. (Richardson)

JULY/AUGUST

Woodland Walk – Thursday, July 8, 4:00-5:30 PM, Pinewoods Loop, The Grove

Did you know that a single tree can tell you what wildlife you might find, how much water is in an area, or how long the woods have been there? Much can be understood about nature when you know what tree is there. Join Willowsford Conservancy for a woodland walk and learn tips for identifying trees, how we use trees to understand nature, and unique facts about trees in Conservancy open space.

Max 15 participants. Suitable for ages 8 and older. Rain or shine; please dress for the weather and for walking in nature. Bring water and bug repellent. \$5 per person. Meet at the Pinewoods Loop trail entrance off Wateroak Place. Parking is available at Twin Ponds Park. (McFarland, Rob Gavin)

Water Conservation and Ecology – Thursday, July 29, 4:00-5:00 PM, Grange Wet Meadow
Streams are bursting with life and are home to a lot more than fish. A multitude of critters call streams and rivers their home and they can tell us much about the quality of the water. Join Willowsford Conservancy to learn about the world of water conservation and discover some of the strange wildlife in our streams and what we can learn from them!

Max 15 participants. Suitable for ages 8 and older. Rain or shine; please dress for the weather and for walking through the meadow. Bring water and bug repellent. \$5 per person. Meet at the Wet Meadow on Founder's Drive. (McFarland)

Advanced Fishing – Friday, August 13, 5:00-6:00 PM at Willow Lake, The Greens
Kick your fishing game up a notch by joining Trout Unlimited and Willowsford Conservancy for an advanced fishing course. Learn from fishing experts how to use fish ecology to find the perfect spot to catch the fish you want, secrets on selecting bait, and so much more during this hands-on fishing class. Stay after the class to fish with TU!

- Space is limited to 8 parent/child pairs, ages 10 and older. Couples/adult pairs are welcome, too!
- Cost: \$25 per pair. No refunds for cancelations after COB Friday, June 4.
- Please bring your own gear, including fishing rod, bait & tackle, etc.
- Meet at Willow Lake.
- Rain date: August 20. The class will only be moved if there is severe weather.

Pond Life – Tuesday, August 24, 4:00 -5:00 PM at Cedar Pond Pavilion, The Greens
Ever wonder how many visitors a single pond gets? Ponds and lakes provide a gathering place for wildlife—wood ducks come for refuge, Great Blue Herons come to fish, and frogs and turtles turn it into a home for their family. Join us as we explore the types of water birds, reptiles, amphibians, and other wildlife that visit our ponds and learn how the Conservancy manages for their presence. Max 15 participants. Suitable for ages 8 and older. Rain or shine; please dress for the weather and for walking in nature. Bring water and bug repellent. \$5 per person. (McFarland)

Summer Camp

- **Discover Camp** Week 1, Week 2 (ages 9-12), Dates TBD, 9 am-2 pm (20)
 - A Day at the Farm (Monday), Grange Farm Garden & Farm (Ashley Swensen)
 - Nature Exploration, Friday, The Grange and The Greens (Conservancy staff)
- **A Week at Willowsford Farm** – Week 1 (ages 5-8), Mo-Fri, TBD, 8:30 am–2:00 pm; The Grange Farm Garden & Farm (Swensen) (20)
- **A Week at Willowsford Farm** – Week 2 (ages 5-8), Mo-Fri, TBD, 8:30 am–2:00 pm; The Grange Farm Garden & Farm (Swensen) (20)

SEPTEMBER

6th Annual Community Bonfire & Camp-over, Saturday-Sunday, Sept. 11-12, Hidden Meadow Event Field, The Greens (300 max) (Sept. 25-26 Rain Date)

Meadow Walk – Thursday, September 16, 4:00-5:00 PM, Grange Wet Meadow
Meadows are one of the most dynamic and complex ecosystems found in nature. Their impact on human and animal life is often underestimated. Join Willowsford Conservancy for a walk through one of our meadow systems and explore what lives there, how meadows affect the surrounding environment, and what the Conservancy does to manage them. Max 15 participants. Suitable for ages 8 and older. Rain or shine; please dress for the weather and for walking in nature. Bring water and bug repellent. \$5 per person. Meet at the Wet Meadow next to the Farm Stand on Founder's Drive (McFarland)



Willowsford Conservancy

Income Statement by Dept

Jan - Nov 2020

	Conservancy	Farm	Annual Budget
Revenue			
CSA Revenue	\$0	\$414,554	\$347,800
Retail Revenue	\$13,776	\$87,899	\$100,840
Wholesale Revenue	\$0	\$24,384	\$64,505
Program Revenue	\$1,596	\$2,880	\$21,000
Conservancy Assessments & Fees	\$1,190,487	\$0	\$1,243,200
Other Income	\$1,075,655	\$7,500	\$15,650
Total Revenue	\$2,281,514	\$537,217	\$1,792,995
Cost of Goods Sold			
COGS - Farm Production	\$0	\$61,308	\$81,500
COGS - Retail	\$2,317	\$114,314	\$57,735
COGS - CSA	\$0	\$51,870	\$45,302
COGS - Livestock	\$0	\$24,826	\$22,345
COGS - Programs	\$2,188	\$1,161	\$16,300
COGS - Labor	\$788	\$87,148	\$109,137
Total Cost of Goods Sold	\$5,293	\$340,626	\$332,319
Gross Profit	\$2,276,221	\$196,591	\$1,460,676
Expense			
Advertising & Marketing	\$4,523	\$845	\$24,200
Maintenance	\$61,926	\$36,008	\$142,100
Land Stewardship	\$45,551	\$0	\$44,000
FF&E - Non-Capitalized	\$0	\$0	\$1,000
Payroll & Benefits	\$403,200	\$245,849	\$880,185
General & Administrative	\$57,578	\$9,572	\$62,790
Taxes	\$43,187	\$2,673	\$50,300
Insurance	\$16,131	\$16,963	\$45,500
Total Expense	\$632,096	\$311,911	\$1,250,075
Operating Income	\$1,644,125	-\$115,320	\$210,601
Depreciation	\$84,582	\$143,274	\$249,895
Interest Expense	\$0	\$393	\$0
Investment & Interest Income	\$6,590	\$0	\$0
Net Income	\$1,566,133	-\$258,987	-\$39,294



Willowsford Conservancy

Income Variance Report

	Nov-20				Year to Date			
	Actual	Budget	Var	Pct	Actual	Budget	Var	Pct
Revenue								
CSA Revenue	\$28,402	\$31,367	-\$2,965		\$414,554	\$316,436	\$98,118	
Retail Revenue	\$11,753	\$8,680	\$3,073		\$101,675	\$92,158	\$9,517	
Wholesale Revenue	\$2,612	\$7,600	-\$4,988		\$24,384	\$56,905	-\$32,521	
Program Revenue	\$0	\$167	-\$167		\$4,476	\$20,836	-\$16,360	
Conservancy Assessments & Fees	\$88,541	\$103,600	-\$15,059		\$1,190,487	\$1,139,600	\$50,887	
Other Income	\$450	\$1,605	-\$1,155		\$1,083,155	\$14,051	\$1,069,104	
Total Revenue	\$131,758	\$153,019	-\$21,261	86%	\$2,818,731	\$1,639,986	\$1,178,745	172%
Cost of Goods Sold								
COGS - Farm Production	\$6,248	\$2,884	\$3,364		\$61,308	\$78,626	-\$17,318	
COGS - Retail	\$8,380	\$5,303	\$3,077		\$116,631	\$52,417	\$64,214	
COGS - CSA	\$5,255	\$4,081	\$1,174		\$51,870	\$41,219	\$10,651	
COGS - Livestock	\$849	\$1,742	-\$893		\$24,826	\$20,608	\$4,218	
COGS - Programs	\$166	\$678	-\$512		\$3,349	\$15,613	-\$12,264	
COGS - Labor	\$4,583	\$10,513	-\$5,930		\$87,936	\$98,628	-\$10,692	
Total Cost of Goods Sold	\$25,480	\$25,201	\$279	101%	\$345,919	\$307,111	\$38,809	113%
Gross Profit	\$106,277	\$127,818	-\$21,540	83%	\$2,472,811	\$1,332,875	\$1,139,936	186%
Expense								
Advertising & Marketing	\$300	\$3,289	-\$2,989		\$5,368	\$20,714	-\$15,346	
Maintenance	\$4,358	\$14,776	-\$10,418		\$97,934	\$127,340	-\$29,406	
Land Stewardship	\$1,811	\$3,250	-\$1,440		\$45,551	\$40,746	\$4,805	
FF&E - Non-Capitalized	\$0	\$83	-\$83		\$0	\$913	-\$913	
Payroll & Benefits	\$54,191	\$73,907	-\$19,716		\$649,049	\$758,783	-\$109,735	
General & Administrative	\$3,529	\$5,848	-\$2,319		\$67,150	\$56,976	\$10,174	
Taxes	\$3,767	\$7,500	-\$3,733		\$45,860	\$42,800	\$3,060	
Insurance	\$2,573	\$3,792	-\$1,219		\$33,094	\$41,712	-\$8,618	
Total Expense	\$70,529	\$112,445	-\$41,916	63%	\$944,006	\$1,089,984	-\$145,978	87%
Operating Income	\$35,748	\$15,373	\$20,375	233%	\$1,528,805	\$242,891	\$1,285,914	629%
Depreciation	\$20,714	\$20,825	-\$111		\$227,856	\$229,075	-\$1,219	
Interest Expense	\$0	\$0	\$0		\$393	\$0	\$393	
Investment & Interest Income	\$6,577	\$0	\$0		\$6,590	\$0	\$6,590	
Net Income	\$21,611	-\$5,452	\$20,486	-396%	\$1,307,146	\$13,816	\$1,293,330	9461%



Willowsford Conservancy

Income Statement

2020 Full Year

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	YTD
Revenue												
CSA Revenue	\$11,004	\$11,034	\$3,119	\$4,181	\$15,980	\$79,857	\$63,631	\$61,706	\$77,612	\$58,029	\$28,402	\$414,554
Retail Revenue	\$758	\$432	\$4,334	\$10,517	\$6,538	\$12,519	\$12,764	\$16,055	\$13,171	\$12,834	\$11,753	\$101,675
Wholesale Revenue	\$583	\$531	\$2,276	\$1,343	\$1,950	\$3,641	\$3,455	\$1,573	\$3,360	\$3,061	\$2,612	\$24,384
Program Revenue	\$0	\$240	\$2,999	\$146	\$108	\$342	\$266	\$250	\$125	\$0	\$0	\$4,476
Conservancy Assessments & Fees	\$95,493	\$83,140	\$91,515	\$111,160	\$106,762	\$126,745	\$123,173	\$88,280	\$144,871	\$130,808	\$88,541	\$1,190,487
Other Income	\$60	\$20	\$160	\$2,260	\$0	\$60,535	\$14,600	\$720	\$1,003,875	\$475	\$450	\$1,083,155
Total Revenue	\$107,897	\$95,397	\$104,402	\$129,606	\$131,338	\$283,638	\$217,889	\$168,584	\$1,243,014	\$205,206	\$131,758	\$2,818,731
Cost of Goods Sold												
COGS - Farm Production	\$6,590	\$8,618	\$12,918	\$6,389	\$6,101	\$2,999	\$5,362	\$3,711	\$927	\$1,444	\$6,248	\$61,308
COGS - Retail	\$1,806	\$1,778	\$430	\$2,816	\$12,417	\$15,812	\$20,988	\$16,144	\$15,973	\$20,088	\$8,380	\$116,631
COGS - CSA	\$5,226	\$3,391	\$2,854	\$2,892	\$8,439	\$7,052	\$3,927	\$3,480	\$5,339	\$4,014	\$5,255	\$51,870
COGS - Livestock	\$6,487	\$5,437	\$1,207	\$4,698	\$572	\$1,231	\$1,510	\$896	\$955	\$984	\$849	\$24,826
COGS - Programs	\$497	\$1	\$701	\$66	\$9	\$47	\$659	\$362	\$73	\$769	\$166	\$3,349
COGS - Labor	\$234	\$1,139	\$1,957	\$7,379	\$16,236	\$11,739	\$11,409	\$10,109	\$9,770	\$13,382	\$4,583	\$87,936
Total Cost of Goods Sold	\$20,840	\$20,364	\$20,067	\$24,240	\$43,773	\$38,880	\$43,856	\$34,702	\$33,037	\$40,681	\$25,480	\$345,919
Gross Profit	\$87,057	\$75,034	\$84,336	\$105,366	\$87,566	\$244,758	\$174,033	\$133,881	\$1,209,977	\$164,526	\$106,277	\$2,472,811
Expense												
Advertising & Marketing	-\$487	\$1,637	\$365	\$489	\$300	\$675	\$375	\$300	\$1,114	\$300	\$300	\$5,368
Maintenance	\$5,311	\$4,259	\$5,581	\$5,976	\$17,548	\$11,452	\$11,129	\$12,820	\$7,623	\$11,877	\$4,358	\$97,934
Land Stewardship	\$0	\$0	\$760	\$3,996	\$386	\$15,640	\$10,497	\$0	\$6,766	\$5,695	\$1,811	\$45,551
Payroll & Benefits	\$57,476	\$54,602	\$52,966	\$58,601	\$75,224	\$58,443	\$56,387	\$53,580	\$52,849	\$74,729	\$54,191	\$649,049
General & Administrative	\$2,501	\$15,805	\$2,477	\$7,125	\$5,231	\$5,495	\$8,905	\$7,376	\$3,444	\$5,261	\$3,529	\$67,150
Taxes	\$3,767	\$3,767	\$3,767	\$3,767	\$5,393	\$3,778	\$3,767	\$3,767	\$6,553	\$3,767	\$3,767	\$45,860
Insurance	\$4,274	\$3,391	\$3,391	\$3,391	\$4,263	\$1,518	\$2,573	\$2,573	\$2,573	\$2,573	\$2,573	\$33,094
Total Expense	\$72,842	\$83,461	\$69,308	\$83,345	\$108,347	\$97,001	\$93,633	\$80,416	\$80,923	\$104,203	\$70,529	\$944,006
Operating Income	\$14,215	-\$8,427	\$15,028	\$22,022	-\$20,781	\$147,757	\$80,400	\$53,466	\$1,129,054	\$60,323	\$35,748	\$1,528,805
Depreciation	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$20,714	\$227,856
Interest Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$393	\$0	\$0	\$0	\$393
Paypal Fees	\$26	\$18	\$165	\$66	\$37	\$74	\$32	\$39	\$14	-\$470	\$0	\$0
Investment & Interest Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13	\$6,577	\$6,590
Net Income	-\$6,525	-\$29,160	-\$5,851	\$1,242	-\$41,532	\$126,969	\$59,654	\$32,319	\$1,108,326	\$40,092	\$21,611	\$1,307,146



Willowsford Conservancy
Balance Sheet

	11/30/2020	11/30/2019	<i>Change</i>
ASSETS			
Cash and cash equivalents	\$781,399	\$145,099	\$636,300
Accounts Receivable	\$6,468	\$28,578	-\$22,110
Prepaid expenses	\$45,198	\$35,287	\$9,910
Endowment Funds	\$1,006,577		\$1,006,577
Undeposited Funds	\$370	\$4,363	-\$3,993
Furniture, Fixtures & Equipment	\$851,183	\$764,375	\$86,808
Land & buildings	\$2,438,324	\$2,421,278	\$17,046
Intercompany Receivables		\$297,921	-\$297,921
Accumulated Depreciation	-\$1,301,321	-\$1,052,830	-\$248,491
Total Assets	\$3,828,197	\$2,644,070	\$1,184,127
LIABILITIES AND NET ASSETS			
Liabilities			
Accounts Payable	\$14,812	\$221	\$14,591
Accrued Expenses	\$18,835		\$18,835
Accrued payroll and payroll liabilities	-\$852	\$0	-\$852
Deferred Revenue	\$150,896	\$48,593	\$102,303
Security deposits	\$3,750	\$2,650	\$1,100
Virginia Dept. Reveue Payable	\$1,240	\$273	\$966
Notes Payable	\$55,005	\$0	\$55,005
Intercompany Payables		\$297,921	-\$297,921
Total Liabilities	\$243,686	\$349,658	-\$105,972
Net Assets			
Unrestricted Net Assets	\$2,277,365	\$2,392,066	-\$114,701
Net Income	\$1,307,146	-\$97,654	\$1,404,801
Total net assets	\$3,584,511	\$2,294,412	\$1,290,100
Total Liabilities and Net Assets	\$3,828,197	\$2,644,070	\$1,184,127

Willowsford Conservancy Statement of Cash Flows

January - November, 2020

	Total
OPERATING ACTIVITIES	
Net Revenue	\$ 1,307,146
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1149 Accounts Receivable	\$ 14,927
13200 Prepaid Expenditures:Prepaid Expenditures	-\$ 8,851
16210 Accumulated Depreciation:A/D - Land Improvements	\$ 38,874
16220 Accumulated Depreciation:A/D - Bldg & Improvements	\$ 78,564
16230 Accumulated Depreciation:A/D - Bldg & Improvements - Housing	\$ 30,173
16250 Accumulated Depreciation:A/D - Furniture & Fixtures	\$ 8,811
16260 Accumulated Depreciation:A/D - Equipment	\$ 57,090
16270 Accumulated Depreciation:A/D - Vehicles	\$ 14,344
2000 Accounts Payable	\$ 14,591
23010 Other Liabilities:Accrued Expenses	\$ 14,485
23040 Other Liabilities:Renter's Deposits	\$ 1,100
23050 Other Liabilities:FACILITY RENTAL SECURITY DEPOSITS	\$ 0
23221 Other Liabilities:Virginia Dept of Revenue Payable	\$ 505
24200 Payroll Liabilities:Flex Benefit Payable	-\$ 852
24300 Payroll Liabilities:401k Match Liability	\$ 0
26200 Deferred Revenue:Deferred Revenue - CSA Prepayments	\$ 17,126
26250 Deferred Revenue:26250 Deferred Revenue- CSA Winter Shares	\$ 3,937
26300 Deferred Revenue:Deferred Revenue - Other	\$ 83,041
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	\$ 367,865
Net cash provided by operating activities	\$ 1,675,011
INVESTING ACTIVITIES	
16130 Fixed Assets:Bldgs & Improvements - Housing	-\$ 9,825
16140 Fixed Assets:Chevy 4500 Truck	-\$ 72,962
16160 Fixed Assets:Equipment	-\$ 13,846
16170 Fixed Assets:Vehicles	\$ 0
17010 Other Assets:Intercompany Receivables	-\$ 186
17020 Other Assets:Endowment Funds	-\$ 1,006,577
Net cash provided by investing activities	-\$ 1,103,396
FINANCING ACTIVITIES	
27010 Other Long Term Liability:Intercompany Payable	\$ 186
27020 Note Payable - Chevy	\$ 55,005
3000 Opening Balance Equity	\$ 0
Net cash provided by financing activities	\$ 55,191
Net cash increase for period	\$ 626,805
Cash at beginning of period	\$ 154,964
Cash at end of period	\$ 781,769