



Ever Green Farm CSA Member Handbook

2024 Season



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Welcome to our farm family! We are looking forward to being your local food provider this season! We are passionate about growing delicious, organic vegetables for the people we care about. We also love teaching you how to eat them! Our hope is that you will not only love eating our vegetables, but you'll become more connected to our local "farm-ily" community.

This is our CSA Handbook. We created it as a kind of "user manual" to help you understand how our CSA runs and outline our shared commitments. We expect you to know the information inside this document. Please read this agreement to understand the Community Guidelines we both pledge to maintain!

BECOMING A MEMBER OF EVER GREEN FARM CSA

Thank you all so much for becoming a part of our CSA for the 2024 season and sharing in our farm journey. Community Supported Agriculture (CSA) is a beautiful partnership in which members pledge to help cover the anticipated costs of the farm's production for a growing season, and in return receive a portion of the farm's crops over the period of time specified in the agreement. Rather than simply purchasing food at a store or market, as a member of Ever Green Farm CSA, you receive so many benefits!

- a portion (or a "share") of the farm's harvest,
- the chance to invest in your local agricultural economy,
- the knowledge of how and where your food is grown,
- a strong relationship with your farmers
- a chance to connect and learn from other CSA members
- lots of education on how to eat with the seasons and enjoy our produce
- the opportunity to visit our farm and connect with the land.

Thank you for the effort to commit to this relationship with us. We are tremendously grateful to be a part of your summer and your family. Our CSA runs for twenty weeks from early June through the end of October. Members are responsible for showing up at their pick-up site chosen every week or bi-weekly to pick up their share of freshly harvested produce.

OUR GROWING PRACTICES

At Ever Green Farm CSA, we see ourselves first and foremost as stewards of the soil. We practice certified organic growing methods that create a thriving soil bed. You'll find us maximizing the use of crop rotations, cover crops, minimum tillage, and soil balancing techniques. We purchase organic cover crop seed from Lakeview Organic Grain in Penn Yan and organic compost from McEnroe Organic Farm in Millerton, NY to amend our soil naturally and increase our organic matter. We promote beneficial insects as alternative forms of pest control.

ARE WE ORGANIC?

Our farm has been USDA certified organic since we started in 2005. Our organic produce is grown without the use of synthetic pesticides, herbicides, or fertilizers. Based on organic standards, the use of GMOs is also strictly prohibited on our farm. We believe that by growing in healthy soil, we'll be able to grow healthy plants with greater disease resistance and higher nutritional content for our members. If you have any questions about how we grow our food, we invite you to contact us. We are happy to give you a tour and talk transparently about how we grow your food. We are certified by the USDA, NOFA-NY-Certified Organic, LLC, and Real Organic Project

DO WE EVER BUY IN PRODUCTS FROM OTHER FARMS?

No. Everything you receive in your CSA share is grown by us on our farm. We do not purchase vegetables from another farm, auction, or wholesaler. You can be confident that everything in your Ever Green Farm CSA share is certified organic and grown on our farm.

UNDERSTANDING THE RISK OF CSA

As a member, you share in the abundance of our harvest, as well as in the risks that come with farming. We cannot stress this part enough! Although we have learned how to avoid or manage most problems, it is likely that EVERY year, Mother Nature will throw us a curveball, and we may lose a crop to drought, flooding, disease, bugs, hail, or other natural events. This may mean that you will not receive that particularly affected crop for that season.

If this occurs, we will do our best to make up for the value of the share by substituting something else in its place. We ask that you be patient with us as we do our best to mitigate the consequences.

WHEN DO WE START?

We will begin CSA shares the week of June 4th. You will receive a weekly CSA share from us for 20 weeks thereafter. There is one week that we will “pause” a delivery. We do not make deliveries around the 4th of July holiday. We have found that since we do a lot of workplace deliveries, this week becomes a rescheduling nightmare. Many members take this week as vacation or workplaces are closed.

This season there will be **no CSA deliveries from July 2nd through the 4th**. This week without deliveries gives us a chance to catch up on our transplanting schedule for the fall crops, catch up on weeding, and a chance to enjoy a day or two of summer in the Finger Lakes. Remember, we have been taking care of your crops since early March and must continue until the end of October.

WHAT'S IN THE CSA SHARE?

We continue to try and expand our operation to include most annual crops that do well in our region of NY, so that our members receive a full spectrum of local, seasonal food. We strategically plant for our CSA so that you get a balanced amount of produce throughout the season with heavier greens early on, more fruiting crops midseason, and more root vegetables and storage crops to end the year. We spend a lot of time before the planting season even begins mapping out a plan for your share's content for each of the 20 weeks. Our goal is to provide you with a “core” pre-packed bag of 6-7 items each week.

Ever Green Farm CSA is a “traditional” CSA, meaning, your farmers decide what goes in your share (not the member). Notice that items switch from week to week based on what's in season. The items we choose are a mix of predominantly “popular” staples, but we also try to include one unusual variety here and there to push you to try new things. On the next page is a list of crops that may show up in some combination in any given month. (This description is based on our best estimate. Weather, pests, and other events will affect actual production. We cannot guarantee the quality or quantity of any particular item).

WHEN CAN I EXPECT TO RECEIVE CERTAIN CROPS IN MY CSA SHARE?

The crops you can expect to see in your share through the season are listed below. Some crops may appear only once or twice whereas others are available longer throughout the growing season.

This is a chart of the vegetable varieties that we are growing this season with the estimated harvest and availability.

Vegetable Variety	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
ARUGULA	X				X		
ASIAN GREENS	X	X	X	X	X		
BASIL		X	X	X	X		
BEETS				X	X		
BOK CHOY	X				X		
BROCCOLI				X	X		
CABBAGE - GREEN				X	X		
CABBAGE - RED				X	X		
CABBAGE - NAPA				X	X		
CARROTS				X	X		
CAULIFLOWER			X	X			
CELERIAC (CELERY ROOT)					X		
COLLARD GREENS				X	X		
CUCUMBERS		X	X	X			
EGGPLANT		X	X	X	X		
GARLIC			X	X	X	X	X
GARLIC SCAPES		X					
BEANS - GREEN		X	X	X	X	X	
BEANS - YELLOW		X	X	X	X	X	
BEANS - ITALIAN FLAT BEANS					X	X	
KALE	X	X			X	X	
KOHLRABI					X	X	
LEEKS				X	X	X	
ONIONS - YELLOW / RED			X	X	X	X	X
PARSLEY			X	X	X	X	
PEPPERS - BELL, MINI SWEET, JALAPENO		X	X	X	X		
POTATOES			X	X	X	X	X
RADISH	X	X			X	X	X
SWISS CHARD	X	X	X	X	X	X	
RUTABAGA				X	X	X	X
SCALLIONS	X	X	X	X	X	X	
SNOW PEAS		X					
SPINACH					X	X	X
SWEET CORN			X	X			
TOMATO-HEIRLOOM, PLUM, GRAPE,		X	X	X			
TURNIP - WHITE SALAD	X	X			X	X	
TURNIP - PURPLE TOP -STORAGE				X	X	X	X
WINTER SQUASH-BUTTERNUT & SPAGHETTI				X	X	X	X
ZUCCHINI / SUMMER SQUASHES		X	X	X	X		

HOW DO BI-WEEKLY SHARES WORK?

If you ordered a biweekly share, you will receive veggies every OTHER week. So, a total of 10 times.

HOW DO YOU KNOW WHICH WEEK IS YOUR WEEK?

Before the season begins, you choose either Week A (odd) or Week B (even)

Week A (Week #1,3,5,7,9,11,13,15,17,19)

Week B (Week #2,4,6,8,10,12,14,16,18,20)

The weekly newsletter on the website will have the current Week#

WHAT'S INCLUDED IN A CSA MEMBERSHIP?

Your membership in our CSA affords you these benefits:

- a weekly bag or 'share' of produce
- weekly e-newsletter and recipes to help you use the food we give you
- an invitation to participate in our farm events
- access to our CSA's Facebook group
- connection with your farmers and the land your food is grown on

OUR PICK-UP SITES

Where and when do I pick up my share each week?

You will be able to choose from 15 pick-up locations. Google maps are found on the website under the menu heading *CSA Membership -Delivery Location and Schedule*

If you need to change your location before the season starts, you may do so by emailing info@EGFCSA.com

Most delivery locations work as follows:

Deliveries are made in a brown Kia Sedona minivan with signage on the side doors. We will meet at the designated location at the scheduled time slot. Your share is prepacked in a paper bag for "grab and go" convenience.



DELIVERY SCHEDULE:

DELIVERY DAY, TIME - google map links are on the website

TUESDAY DELIVERY

Corning – City – Arthur Street (btwn Baker & Townley) 12:00-12:30

Horseheads –Big Flats Southern Tier Pediatrics 1:00-1:15

Horseheads – Jubilee Plaza – Tuesday 1:30-1:45

Horseheads – Eaton Corporation – Tuesday 2:00 – Employees Only

Big Flats – Corning, Inc. Tuesday 2:15-2:45 Employees Only

Geneva – The Geneva Family YMCA – Tuesday 5:00 -5:30

Geneva – Big aLICe Brewing Finger Lakes – Tuesday 5:45-6:15

WEDNESDAY DELIVERY

Watkins Glen – 5th Street (btwn N. Decatur & N. Porter) – Wednesday 1:45-2:15

THURSDAY DELIVERY

Corning – Sullivan Park – Friday 12:00-1:00

Corning – Painted Post – Diesel Plant – Friday 1:15-1:30 – Employees Only

Corning – Painted Post – Erwin Plant – Friday 1:45-2:00 – Employees Only

Watkins Glen – The Farm Sanctuary – Thursday 4:30 - Employees Only

Hammondsport – Finger Lakes Beer Company – Thursday 5:00-5-30

Rock Stream - Seneca Lake Brewing - The Beerocracy 6:00-6:30

Ever Green Farm - By Appointment

5942 Old Lake Road, Rock Stream - Tues 11am - Fri 7pm

CAN I SPLIT MY SHARE WITH SOMEONE?

If you are a single person who can't eat all the vegetables in a standard share, by all means, split the share with another person. If you do split a share, we need to know with whom you are sharing, so they also get a weekly email. You are responsible for how the share will be divided and we prefer one payment for both parties. We ask that no more than 2 people split a share.

CAN I SWITCH MY PICK-UP SITE?

With 100 members in our CSA, it would be very difficult for us to manage pick-up site change requests on a regular basis. However, we know that life can throw you a curve ball so we try to be a little flexible. If you need to make a one-time adjustment due to vacation or a work difficulty, please let us know by midnight the Sunday before your desired change so we can make adjustments to our harvesting and packing numbers.

To do so, you must email us at: info@EGFCSA.com or text Joely (607-697-3197).

Any requests later than the Sunday prior to your delivery is not guaranteed. We can always hold your share at the farm for 24 hours if we are notified.

CAN I SEND SOMEONE IN MY PLACE TO PICK IT UP?

Yes! If you cannot pick up your share yourself, simply send a substitute! All they have to do is give us your name during pickup. If your substitute is going to be using your veggies for the week, we request that your share our website details with them so they can have access to details about the veggies for the week -- contents, storage, and recipes.

WHAT TO DO IF YOU'RE LATE AND MISS YOUR PICKUP (WHOOPS!)

If you are running late, please text Joely at 607 697-3197. Depending on the delivery day and schedule, it may not be possible to wait. If you do not arrive to pick up your share and you do not notify us in time, we will move on to the next delivery location. But there is still a chance you can redeem a share.

Here's what to do: TEXT or CALL US on our cell phone. We can hold your share on the farm for you to retrieve later for 24 hours. You will not have a new share packed but rather the same missed share. If there is a different delivery site that you can meet later that week, we can bring it along, and you can grab it from that other pick-up site.

CONTACT INFORMATION

If you need to reach us, we prefer you email us at info@EGFCSA.com

If it is an emergency, or you will be late to your pickup site, please text or call our cell phones.

PUT THESE IN YOUR CELL PHONE:

Joely's cell phone: 607 697-3197

Joe's cell phone: 607 379-1031

Ever Green Farm phone: 607 243-3613

WHAT IF I GO ON VACATION? WHAT HAPPENS TO MY SHARE?

We do not credit your account or double up on a bag later.

But you have a few options:

1. Send a substitute in your place. Find a friend to take your bag for you and either store it until you return OR eat it themselves! It's a great way to expose others to our CSA.

2. Switch your delivery location. TWO times each season, you are allowed to switch your pick-up site. So if your bag can be picked up at the later end of the week somewhere else (after you return), you may request a change in pick-up.

3. Ask us to hold your bag at the farm for 24 hours. We won't hold your bag for any longer than that, as we do not have the storage. We'll label your bag with your name. You can schedule a time to come to the farm to pick it up.

4. Please let us know if you are aware that you will not pick up your share. If you do not pick up your share or notify us your share may be donated to a family of our choosing.

If you need to make a one-time adjustment due to vacation, please let us know as soon as possible but at least by midnight the Sunday before your delivery so we can make adjustments to our harvest numbers. To do so, please email us at info@EGFCSA.com or text Joely at 607 697-3197

CAN I TRANSFER MY MEMBERSHIP TO SOMEONE ELSE?

Yes. Simply contact Joely via email and let us know who will be taking over your membership. The new member can reimburse you for the remaining shares if your account is paid in full. Otherwise, arrangements will be made for the new member to pay the farm directly for any outstanding balance.

HOW WILL I KNOW WHAT'S IN MY SHARE EACH WEEK?

Each Tuesday morning, we will email you when the week's items are posted on the website. Your email will have a link and sometimes important information that we feel you should know about your share, the farm, or events. The link will take you to the weekly update on the website. The website post will always include a photo of the items in the share for the week and a list of the included items.

We will also post it on our Facebook page. This list is usually pretty accurate, but there are sometimes changes since Mother Nature is fickle and we may not always have exactly enough of the same crop for everyone. This causes us to sometimes make adjustments. We do our best to keep things fair and will give you a replacement item.

HOW WE COMMUNICATE WITH YOU:

Our primary form of communication with members is via EMAIL: We expect you to check your email inbox every week. Please be sure our emails don't end up in your SPAM folder. (For Gmail, drag one of our emails into your primary tab. For other email providers, just add our address to your address book).

Private Facebook Group

We are hoping for a lot of group interaction between members as they share advice and tips for making the most of your share. There should be an option to post anonymously if that is your preference. We want this to be a safe space for people to ask questions and share without hesitation.

Request free access at: www.facebook.com/groups/egfcsa

Texting: Due to the nature of our work, it is sometimes easier to reach us by texting. We are out working in the field or out on deliveries and do carry our cell phones with us. We may find it necessary to text you from time to time. Please be sure we have your cell phone numbers.

SOCIAL MEDIA:

Facebook: Follow us at <https://www.facebook.com/EGFCSA> **NEW FB:**



**we have an old FB page - please be sure you like and follow the new one

Private Facebook Group: For CSA members only. Request access at <https://www.facebook.com/groups/egfcsa>

Instagram: @egfcsa

Our website **www.EGFCSA.com** has all links to our social media sites.

PAYMENT POLICIES

How do I pay for my CSA share?

CSA shares can be paid in full or choose a payment plan. Your payment can be made online with a credit card, by check through the mail, or by cash in person.

Where to Send Your CSA Balance Payment?

Payments can be mailed (payable to Ever Green Farm) to 5942 Old Lake Road, Rock Stream, NY 14878

Do you take credit card payments or PayPal?

Yes, we do. However, they do charge processing fees. Your CSA Share cost will have this processing fee added to your purchase. You can purchase directly on our website or we can have an invoice emailed from the preferred payment method.

What happens if I don't pay my membership fee?

Membership fees are paid in advance of delivery. If payments are not made, you will not receive your share until your account is up to date in your payment plan schedule.

CANCELLATION AND REFUND POLICY

Due to our small farm size, we do not offer refunds for the cancellation of your CSA share. The funds provided by Membership fees go directly into the production of growing veggies and maintaining farm expenses. This is the commitment by both parties when joining for a season. Your membership is transferrable.

EDUCATION/ COOKING TIPS

How do I know what to do with the veggies you give me? One of the strengths of our CSA is teaching you how to cook the CSA way. We have some quick tips in our weekly newsletter and will share recipes with you.

Our website, EGFCSA.com, has a Vegetable Directory that has images of each vegetable we grow with details on storage, cooking tips, links, and ideas.

Please see our Pinterest Boards for all of the vegetables that we grow.

https://www.pinterest.com/egfcsa/_saved/

Join our private Ever Green Farm CSA Facebook group. Request free access at www.facebook.com/groups/egfcsa

If you are ever having difficulty with a vegetable, please contact Joely by email or text. We will always do our best to help you. Whether you are not sure what it is or what to do with it. Don't get discouraged. CSA does have a learning curve in the way you cook at home and your grocery shopping habits.

STORING YOUR PRODUCE

Keeping your vegetables fresh for an entire week takes effort. Part of that is our responsibility. We are very careful about when we harvest your produce, to ensure that we pick it at its peak of ripeness and in ideal harvesting weather conditions to keep it lasting as long as possible. But part of it is your responsibility as well.

If you want to extend the life of your produce, it is imperative that you get your vegetables into a cool location asap. Leaving your bag in your hot car is a very bad idea, and your produce will spoil very fast. Please thoroughly wash all your produce and inspect your veggies before consuming.

Here are some suggestions for how to protect the life of your produce from the Pick-Up site to your kitchen.

1. Learn how to store your produce the right way. This is your responsibility! You can download our ***Vegetable Storage Guide*** which spells out exactly where everything should be stored. It also includes a picture of every item we might grow on our farm. Use this to help you identify and master each vegetable.

2. Purchase Debbie Meyer Green Bags (available in local retail stores or Amazon) These are around \$10 for a pack of 20 bags of assorted sizes (made of a special polymer that absorbs ethylene gas emitted by vegetables causing them to spoil faster). They are reusable up to 10 times each and a great investment.

3. Take the tops off of any root crops (radish, turnip, beets) right away when you get home and store them separately. Your roots will not always come home with tops, but removal will extend the life of your roots and many will store for weeks and weeks this way when stored in proper humidity.

4. Store your greens right away in a plastic bag and store them in the fridge ASAP. If your greens do get wilted, they can sometimes be revived in a cold water soak. Just be sure not to store them wet. Reduce excess moisture whenever possible as it will lead to spoilage. A paper towel in the bag with the greens can sometimes help to maintain proper moisture levels.

5. Consider purchasing produce storage containers like Rubbermaid Fresh Works or a similar produce storage container. Many have a grid on the bottom to keep produce out of excess condensation or ventilation to help regulate humidity levels.

ON-FARM EVENTS OR VISITS

Can I come out to volunteer and help you sometime?

Volunteering is not required as part of your CSA membership. We do offer a few “working” farm events. These planned farm events allow members to come to our farm and get in the field with us.

DO YOU OFFER FARM EVENTS?

Our Farm Event schedule for 2024 is planned. We will promote these events in our newsletters in advance. RSVP may be required for some of these events. You will be notified in your newsletters about how to do so.

SAFETY ON THE FARM

- **Driveway:** When parking on days of events, you may park angled on the grass to the left, and on the grass directly in front of the house or roadside. Please do not block the driveway.
- **Parking on the farm:** Parking is limited but everyone can find a spot if parking is done orderly.
- **Farm hazards:** We do our best to minimize risks to you and your family when you are visiting; however, we are a working farm and it is impossible to eliminate all hazards.
- **Uneven ground:** Please exercise caution when walking around the farm—especially in the field, where there may be potholes, slippery surfaces, or other tripping hazards.
- **Footwear:** Please be mindful when choosing your footwear for working events. There may be mud, dirt, and stones. Please do not wear sandals or shoes that may be damaged by these conditions.
- **Sun:** We work out in the sun quite a bit. You may wish to wear a hat, sunglasses, and sunscreen. Bring a water bottle with you. We have water on hand to refill it.
- **Farm equipment:** Please do not climb on, operate or move any farm equipment or tools.
- **Dogs:** We have two farm dogs, Pearl & Otto. They might enjoy the company but please leave your pets at home for farm events.

CHILDREN VISITING THE FARM:

Visiting Ever Green Farm is a wonderful experience for the entire family and we feel that every child should be able to see how their food is grown. We try to make Ever Green Farm as family-friendly as possible; however, as outlined above, there are potential hazards for children. Please supervise your children at all times. If you have older children, please discuss these guidelines with them. When time permits at events, we do offer farm tours. Adult members must be with their children at all times.

HOLD HARMLESS CLAUSE:

By accepting this member agreement, the member hereby releases, indemnifies, and agrees to hold harmless Ever Green Farm, its agents, and employees from any and all claims and/or liability from being on the farm property, being at any of the CSA pickup locations, from the purchase of a CSA membership or the use or consumption of food provided by the farm.

Ever Green Farm CSA reserves the right to change parts of this Agreement/Handbook related to production and distribution from time to time. We will contact our members via email to notify them in advance of any changes to the agreement.