



# Ridgeland Harvest

## 2010 CSA

### Member Handbook

**The first delivery is Wednesday, June 9th—November 10**

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#### FARM CONTACT INFORMATION:

Farmers: Cate & Mat Eddy, owners  
Ridgeland Harvest LLC

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Website: [www.ridgelandharvest.com](http://www.ridgelandharvest.com)

# INTRODUCTION

Greetings CSA Members!

Thank you for taking part in our Community Supported Agriculture (CSA) program. You are now part of a thriving local food system, successfully bringing fresh produce directly to its farm members. This season we will be packing 230 weekly share boxes. But of course to continue to do this successfully, we need you to follow simple rules and directions during delivery/pick-up day. While simple, they are critical to follow so that ALL members receive their weekly box of produce. We don't want a little mistake to cost a member their share of the season's bounty. Thanks for your help! As always, please call or email us with any questions or concerns. We look forward to harvesting, washing and packing your produce!

Your Farmers,  
Cate & Mat

## CSA Member Responsibilities:

- Members of the Ridgeland Harvest CSA share in the bounty as well as risks of farming. Due to weather and/or other production factors, the quantity and quality of produce you receive may be more or less than expected. If you can not finish the season as a member, for whatever reason, you may reassign your share with another household, but we do not issue refunds for shares.
- It is *your responsibility* to know when and where your share will be delivered and to pick it up within your site's open hours on delivery day. If you are unable to pickup your box, you are responsible to make alternate arrangements a head of time – have someone else pickup your box for you, ask the farm not to make a box for you, or ask the site coordinator to hold your box for you for a later pickup. The farm will not issue credit or refunds for unclaimed or forgotten boxes.
- Read the newsletters that accompany each delivery. Besides news from the farm, recipes, special offers, and invitations, we communicate important announcements through them. Newsletters will be emailed prior or on the day of delivery and are also available for download from our website: [www.ridgelandharvest.com](http://www.ridgelandharvest.com).
- Bring a box or bag with you to your site to unpack your CSA box. Then, leave the waxed box for the farm to re-use. Directions on how to disassemble the boxes are below.
- All correspondence and newsletters are sent via email. To ensure that you receive all email communications add [csa@ridgelandharvest.com](mailto:csa@ridgelandharvest.com) to your list of safe addresses in your SPAM filter.

**Communication with the Farm:** Remember that all communication is electronic. Make sure [csa@ridgelandharvest.com](mailto:csa@ridgelandharvest.com) is set as 'safe' and not getting caught in your junk email.

**Farm Events:** We'll announce the specific dates as harvest approaches, based upon Mother Nature.

GARLIC HARVEST : end of July

RASPBERRY U-PICK : August & September (new 2010!)

PUMPKIN PICK : late September/early October

## **\* How to pick-up your CSA box \***

### **1. Respect the rules and hours of each pick-up site**

Arrive within the designated time frame. Some sites are unable to hold boxes, so you may be out of luck if you can't arrive on time.

Read, understand and follow the rules for your site. Members may switch sites at anytime provided they give the farm adequate notice.

### **2. Take the right box**

Boxes are labeled with the name of the primary contact person (the first one listed on your order form). Take ONLY the box with the name of the primary contact person for your share. Half Shares are packed in smaller boxes; Full Shares are packed in larger boxes. Do NOT take someone else's box until you have consulted your site coordinator.

### **3. Transfer the produce leave the box**

Remember to bring your own bag, box or cooler. Boxes should not be taken home. We reuse boxes and need every one of them.

Leave your flattened box in the designated area at your pick-up site.

### **4. Take time to carefully unfold your box**

Please be VERY GENTLE when unfolding your box

They are very expensive. Read instructions on how to flatten your box on the next page.

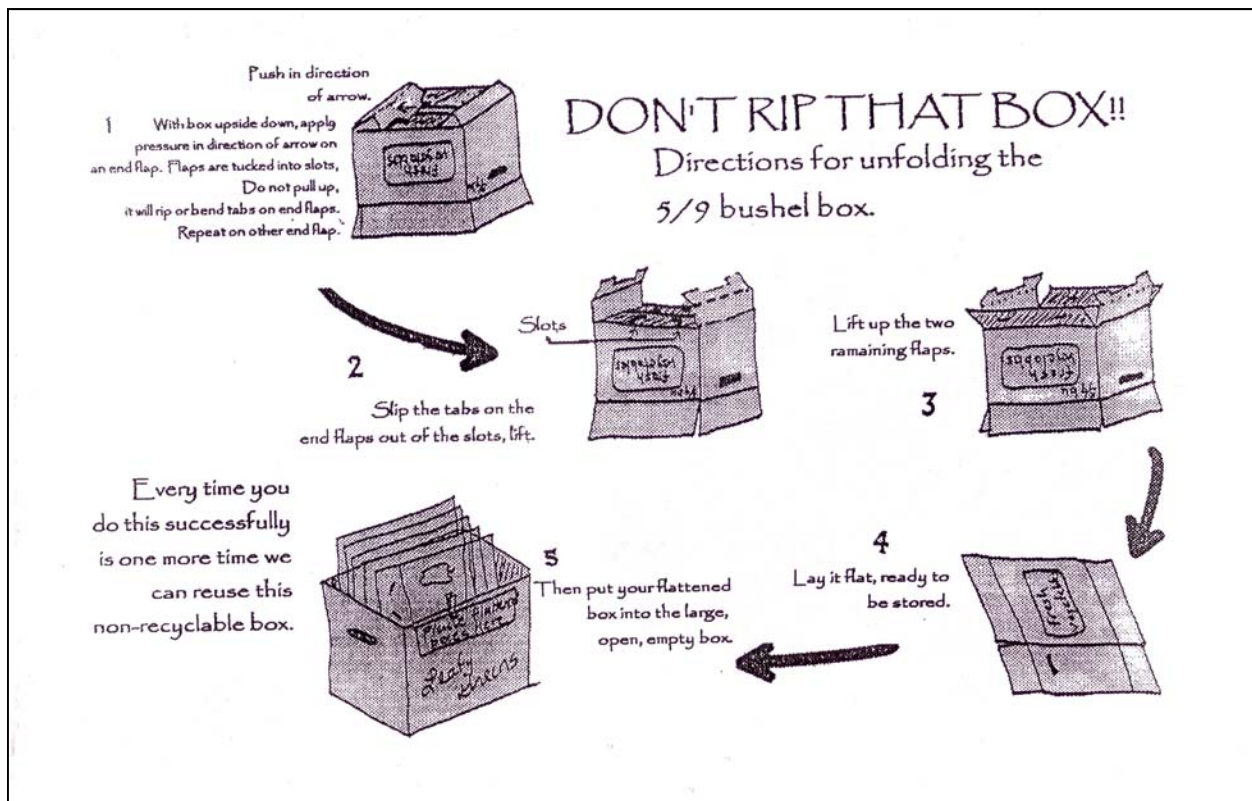
### **5. If you have someone else picking up your box, be sure they understand all of the above (especially #2).**

Contact your site coordinator with any pick-up site questions or concerns.

## How to keep share prices down

1. Don't take the waxed box home. We use a food-grade waxed box to pack your weekly box into. They are very expensive, but keep produce from getting damaged during transportation to your pick up site. Never take them from the pick up site location, or we won't have enough boxes to pack the following week.
2. Take your time while flattening these boxes. If a small rip is made, it greatly shortens the number of times we can reuse them. Read and follow the below instructions so they don't rip.
3. Boxes are very expensive (half share boxes=\$1.10 each; full share boxes=\$1.25 each). Please help us keep share prices down by not having to buy more than 1 box per share each year.

### How to flatten your box:



### What is the SWAP BOX?

If your site has a Swap Box, this is the place to exchange an item that you may not utilize, and take an item that someone else may have left.

## **Pick-up Site Details**

**Start times are approximate and will vary with traffic, weather and mechanical issues.**

### **Rusk Avenue, Viroqua**

**Site Coordinator:** Joe Lenarz and Janna Kottke

**Phone:** 608-637-6786

**Address:** 320 South Rusk Avenue, Viroqua

**Time:** 2-8 pm. Please no calls after 8 pm.

**Details:** The boxes will be in the garage, in the left-hand stall. Entry should be through the left-hand garage (vehicle) door. Empty boxes and a swap box will also be set up on the left-hand side. We have young kids and try to have them in bed by 8, so please no calls or pick-ups after 8 pm. We also have dogs, and they'll probably bark if they see you. Please don't pet the dogs over the fence if they happen to be out--the black dog may nip.

### **Franciscan Skemp La Crosse Campus**

**Site Coordinator:** Katie Wagoner

**Phone:** (608) 392.3344(first preference to call), #392.4272 (second preference to call)

**Address:** 700 West Ave South, La Crosse

**Time:** 1– 6 pm (door locks at 6 pm)

**Details:** The boxes will be on the table in the Courtyard entryway of the Professional Arts Building (PAB). The PAB is located on the corner of 10th and Market Streets; however, to access this entryway, you would want to enter Parking Lot 6 from 11th street (the driveway is between the St. Ann and Sienna Hall buildings). There is an overhang over this doorway, so you can drive right up (without parking in the lot) grab your box and go! Place empty boxes under the table that the boxes will be on, there is room besides the wheelchairs also stored in this area. No swap box at this site. Any CSA boxes not picked up will be donated to Place of Grace the following day.

### **Gundersen Lutheran La Crosse Campus**

**Site Coordinator:** Marisa Silbernagel

**Phone:** (608) 775-6021 (can leave a message)

**Address:** 1900 South Ave, La Crosse, WI 54601

**Time:** 1-6 pm (door locks at 6 pm)

**Details:** Boxes will be located in the Cold Storage building next to the bike barn, near parking lot C. The door will be marked. Leave your empty box in the area marked for empty boxes. Members must pick up

their box on delivery day as it will be locked the remainder of the week due to security purposes. No swap box available.

### **People's Food Coop, La Crosse**

**Site Coordinator:** Roger Bertch

**Phone:** 608-784-5798

**Address:** 315 5th Avenue South, La Crosse

**Time:** 1-10 pm

**Details:** Boxes will be located in the cooler of the Produce Department. You'll need to find a produce department staff person to retrieve your box. No Swap Box option available. Return empty boxes to a staff person.

### **YMCA—La Crosse**

**Site Coordinator:** Jill M. Miller

**Phone:** (608) 783-9622 ext. 727

**Address:** 1140 Main Street, La Crosse

**Time:** 1-8 pm

**Details:** The boxes for pick up will be located next to the Member Services desk. Someone will always be available at the Member Services desk to help, but for specific questions about the CSA the site coordinator should be contacted. The empty boxes can be left in the same location, by Member Services desk at both locations. A swap box will be set up.

## **Onalaska**

### **Gundersen Lutheran Onalaska Campus**

**Site Coordinator:** Linda Duffy

**Phone:** 608-775-6870

**Address:** Support Services Building room #1058 next to loading dock on the southeast side of the building

**Time:** 1-4:45 pm

**Details:** Members need to call Linda so she can meet you and let you in the door to the SSB room.

### **YMCA—Onalaska (Y—North)**

**Site Coordinator:** Jill M. Miller

**Phone:** (608) 783-9622 ext. 727

**Address:** 400 Mason Street, Onalaska

**Time:** 1-8 pm

**Details:** The boxes for pick up will be located next to the Member Services desk. Someone will always be available at the Member Services desk to help, but for specific questions contact Jill. The empty boxes can be left in the same location. A "Swap Box" is set up.

## EAST SIDE, MADISON

### Union Street

**Site Coordinator:** Irene Ong

**Phone:** 608-217-9959

**Address:** 2922 Union Street, Madison

**Time:** 2-9 pm. Please no calls after 9 pm.

**Details:** We have an enclosed front porch. Boxes will be apparent to the left as you enter the porch. Flattened boxes should be left in designated area (sign will mark where). A swap box will be set up for members to utilize.

### Dunning Street

**Site Coordinator:** Sheila Lenius

**Phone:** 608-243-1193

**Address:** 173 Dunning Street - A white corner house with fire hydrant, one block in from Atwood.

**Time:** 2-8 pm. Please no calls after 9 pm.

**Details:** Look for the Ridgeland Harvest logo in the window of the house. Boxes will be placed on the shady porch. Park on the street and walk onto the porch. A place for empty boxes and the swap box will be located on the porch.

### Spaight Street—Sofia Co-op House

**Site Coordinator:** Mariah Miller

**Phone:** Co-op House 608.442.0121 (call first) then Mariah's cell as an alternative 608-206-6219

**Address:** 1239 Spaight Street, Madison

**Time:** 2-9 pm.

**Details:** Boxes will be located on our front porch. We'll put up a 'place empty boxes here' sign on one side. A swap box will also be labeled for members to use.

### MACSAC—Paterson

**Site Coordinator:** Kiera Mulvey & Gini Knight

**Phone:** 608-226-0300 (office)

**Address:** 303 S. Paterson, Suite 1

**Time:** 2-7 pm

**Details:** Members can park in the 303 S. Paterson Parking lot, walk back out to Paterson Street, head north a few feet and up our wooden steps to enter Blue Door that opens directly onto Paterson Street. Empties will be left in the office next to pick up location, look for a sign. The pick up site is an office building, when the office is closed members will be unable to access your boxes, if people will be late for pick up they can call

ahead and we'd be happy to leave the boxes on the outdoor porch area.

## WEST SIDE, MADISON

### Field Street

**Site Coordinators:** Tracy Schumacher and Jonah West

**Phone:** 608-251-4168

**Address:** 2032 Field Street, Madison

**Time:** 2-8 pm

**Details:** The boxes for pick-up will be in the garage on a white table. Garage door will be open during pick-up hours. Empty boxes should be flattened and placed back on the white table. It is fine to park in our driveway when picking up produce, but please do not idle cars. If someone has a question they can knock on the front door anytime during the day. You can call us to hold a box, but all boxes need to be picked up by the following day.

### Regent Market Coop

**Site Coordinator:** Produce Manager

**Phone:** 608-233-4329

**Address:** 2136 Regent Street, Madison

**Time:** 2-9 pm

**Details:** Go to the Meat/Deli case where you'll ask a staff person to get your box. Boxes are housed in their cooler. Empty boxes should be flattened and handed back to a staff person. No swap box at this location.

### Fox Ave

**Site Coordinator:** Luke Zahm

**Phone:** 608-230-6044 or mobil 215-9240

Email [lukezhm@yahoo.com](mailto:lukezhm@yahoo.com), [lzhm@epic.com](mailto:lzhm@epic.com)

**Address:** 2202 Fox Avenue, Madison

**Time:** 2-9 pm (please no calls or door bell before 3 pm)

**Details:** The boxes will be located in the shed near the back of our property which is located directly on the Southwest Commuter Bike Path. Feel free to walk down the drive way, through our container garden and enter the "shed/garage" on the East side of the building. The boxes will be located on a pallet and will be visible. Place empty boxes next to the full boxes. A swap box is available and a table for sorting out food. We have an English Bulldog named "Ancho" - looks menacing but he is fat, lazy and nice. You might also have to navigate around our cars in the driveway. Stone cairns in the front lawn that aren't exactly stable (they would legally be categorized as an "attractive nuisance"), please use caution.

## **Sunset Court**

**Site Coordinator:** Todd Kammerzelt

**Address:** 211 West Sunset Court

**Phone:** 608.320.9539 (cell)

**Email:** tkammerzelt@gmail.com

**Time:** 2– 7 pm

**Details:** Boxes will be in the breezeway located between the house and garage. The door to the breezeway is visible from the road and located at the top of the driveway. We will provide a table and Swap Box so that members may sort and swap their food. We also will try to have a supply of extra paper bags available for those who forget their own. Sunset Court includes West Sunset Court (our street) as well as East, North and South Sunset Court, all of which wrap around a small park. Please drive slowly and carefully within Sunset Court. There are no sidewalks and typically not much traffic: Accordingly, children and families often ride bikes, walk and play on the street.

## **Sheffield Street**

**Site Coordinator:** Brooke & Brandon Norsted

**Address:** 4225 Sheffield Road

**Phone:** 271-2155 Cell: 287-8455

**Time:** 2-7 pm

**Details:** Boxes will be in the garage which will be open and visible from the street. Our cars will probably be in the driveway, but feel free to walk up to the garage to get your veggies. We have two friendly dogs (Cooper is an Old English Sheepdog and Eddie is a Brittany Spaniel) who will likely be in the backyard. There will be a swap box near the full boxes of veggies that you're welcome to use. Please break down your box and leave it in a stack next to the full boxes. Brooke will be home in the afternoon, feel free to knock if you need to.

## **Epic Systems — Tokay Campus**

**Site Coordinator:** Luke Zahm

**Time:** 2-5 pm

**Details:** Boxes will be located in the Commons Area on carts. The Swap Box will also be located

in the cafeteria and labeled so members can easily find it. Empty boxes should be flattened and placed onto designated carts.

## **VERONA**

### **Epic Systems — Verona Campus**

**Site Coordinator:** Luke Zahm

**Time:** 2:30 -5 pm

**Details:** Boxes will be located in the cafeteria on carts. Swap Box will also be located in the cafeteria and labeled so members can easily find it. Empty boxes should be flattened and placed onto designated carts.

### **Tuvalu Coffeehouse & Gallery**

**Site Coordinator:** Erika Hotchkiss

**Address:** 300 South Main Street, Verona

**Phone:** cell 219-0908 and/or store 845-6800

**Time:** 3 –7 pm

**Details:** Come into the front door of the coffee shop and take a right. The boxes will be by the coffee grinder. Swap box is offered at this site.