

Happy spring and welcome to our CSA!

YOU WILL RECEIVE TWO DOCUMENTS FROM US TODAY.

Please read both documents before picking up your first box.

Save copies and share the information with everyone participating in your CSA share.

I. This document contains CSA information for everyone.

II. The other document contains your specific membership, schedule, and pick-up site information.

2017 TIPI PRODUCE CSA HANDBOOK.

MEMBER RESPONSIBILITIES.

- Know your delivery schedule. Every-other-week and Sampler members, memorize your delivery group.
- Respect the established pick-up times. Your site hosts are doing us a favor. Let's make the system work for them too.
- Verify that your name is on the check-off sheet at your site. Scratch your name off the list, then take a box.
- Put the blankets back on the remaining boxes (if there are blankets at your site).
- Learn to flatten your box (see Box Care below).
- If you are sharing with another household, do not split your box and leave a half-box for your partner to pick up at our site. It is too easily mistaken for a full box! Please make your arrangements away from the pick-up site.
- Read the newsletter every week! Eat your veggies!

LATE POLICY - See today's other email for the late policy at your site.

VACATION RESCHEDULING. Please use our online vacation [rescheduling page](#).

We understand that members go on vacation. You have three options:

1. You can reschedule up to two boxes per season. Notify us no later than the Sunday before the delivery. Be ready to choose the new date at the time that you reschedule. [Go here](#) to cancel or reschedule.
2. Have a friend pick up the box for you. Give him/her our instructions for your site so they have the directions and contact info for your site host.
3. Cancel your box. Notify us no later than the Sunday before your delivery. [Go here](#) to cancel or reschedule.

EMAIL COMMUNICATION. We will communicate with you via email. Please add these two emails to your contacts list so our messages get past your spam filter: csa@tipiproduce.com and tipi@litewire.net .

NEWSLETTER at www.tipiproduce.com/blog/. Our newsletter contains news from the farm, recipes, info about unusual vegetables, and dates for farm events. It is how we communicate with you, so please read it every week.

BOX CARE.

We deliver your CSA produce in waxed boxes that we plan to re-use many times.

- **Keep the boxes clean.** We prefer that members unpack their produce and leave the empty box on-site. This keeps the boxes clean. Bring bags or use the plastic bags we provide. If you occasionally need to take the entire box, please return the empty box at your next delivery. Do not accumulate empty boxes and do not use the CSA boxes for personal uses.
- **Unfold your box carefully.** Once the bottom tabs are ripped, the box is weakened. Learn how to flatten your box from this [YouTube video of Steve](#) . Unfolding your box helps your site manager. It is a small job if everyone tends to their own box, but a big chore if all boxes are left for your site manager to flatten.

NIFTY FEATURES OF OUR WEBSITE.

- [Request a receipt](#). We have already sent each member an email receipt titled "Tipi Produce Membership Details." The link lets you send yourself another copy.
- [Verify your CSA shares](#). Have you forgotten which shares you signed up for, or your EOW color? Send yourself an email with this information.
- [Current newsletter](#).
- [Search our recipe archives](#). These are recipes from Tipi newsletters in years past.
- View our [storage suggestions](#) for individual vegetables.
- Print a copy of our [delivery calendar](#).

FARM EVENTS

Come visit during our farm events. Dates will be announced in the newsletter. We charge for the berries that you take home, but not for pumpkins or gleanings offered at the Pumpkin U-Pick.

Strawberry U-Picks: probably one Saturday and one Sunday in later June, dates to be announced.

Pumpkin U-Pick/gleaning party: one day in early October, date to be announced.

PURCHASES OF EXTRA PRODUCE

Watch our emails for opportunities to buy tomatoes, peppers, kale or basil in bulk quantities, as long as the crop is abundant.

WEEKLY RECIPES FROM LOCAL THYME (LT). We have hired Pat Mulvey of [Local Thyme](#) to prepare recipes for us again this year. She does a very good job. There are two ways to access her recipes:

1. We list the week's recipes in my Wed. night email, with links to view the recipes on-line.
2. Optional; You can create a free account on Pat's website. This lets you view recipes from the current week and previous weeks, and from her extensive recipe database. You can also bookmark your favorites and view recipes saved in previous years. I encourage you to set up an account. Members tell us it's a big help in enjoying their CSA produce.

Access is to Local Thyme website free for 2017 Tipi members. Please contact Beth at csa@tipiproduce.com for instructions to register.

CONTACT US

Tipi Produce/Beth Kazmar and Steve Pincus

14706 W. Ahara Road, Evansville, WI

608-882-6196

csa@tipiproduce.com