

## CARROLL COUNTY FORESTRY BOARD MEETING MINUTES

**DATE:** Wednesday, January 5, 2022

**PLACE:** Virtual On-Line

**TIME:** 6:00 PM to 8:00 PM

- **Call to Order:** The meeting was called to order by Chairman Chris Spaur at 6:01PM
- **Attendance** (all via Google Meets) – Chair Chris Spaur, Vice-chair Laura O’Callaghan, Treasurer Geary Schwemmer, Secretary Jamie Weaver, Roland Fish (via GoogleMeets), Bryan Shumaker, Ashley Traut as guest speaker with Baltimore Wilderness Coalition.

### Administration-

- **Ashley Traut with Baltimore Wilderness Coalition:** Ashley Traut joined the January Board meeting to discuss the partnerships he’s establishing across seven counties and Baltimore City to increase reforestation acres. Their primary target includes smaller ownership that does not overlap with traditional cost-share practices at the state and federal level.
- **Review/Approval of November 2021 meeting minutes:** The “catch the typo in the minutes” challenge was won by Geary Schwemmer this month. Geary noted that time between some big tree measurements was more accurately stated as ‘20+ years’ compared to the ‘30 + years’ stated. The November minutes were changed to reflect that comment. Laura O’Callaghan moved to approve the minutes as corrected. The motion was seconded by Chris Spaur and passed.
- **Treasury Report:** Treasurer Geary Schwemmer-
  - Provided members with the projected FY 2022 transaction spreadsheet
  - Geary was able to unlock the lockbox and retrieve the funds and deposit those funds
  - Financial activity for December: Beginning balance was \$4,000.62
  - Ending balance is \$4,191.82

Bank Activity ending November 30, 2021: *Post meeting note: the corrected data below includes the funds in the cash box.*

Statement balance = \$4,000.62

Total deposits = \$376.20

|   |          |            |
|---|----------|------------|
| 11/08/21 Reimburse Laura O’Callighan for 2 books for McDaniel Interns | \$58.80  | \$3,941.82 |
| 11/08/21 Tree sales by Donna to Lynne Klingelhofer, check deposited   | \$250.00 | \$4,191.82 |
| 11/08/21 Deposit petty cash balance to BB&T account                   | \$126.20 | \$4,191.82 |

**Chuck Lewis MD Tree Farmer OF The Year:** Chuck Lewis’ property won Maryland Tree Farm of the Year. The Board agreed generating publicity would be a good thing to distribute to the public and to the appropriate County Commissioner.

**Board Policy & Procedure Discussion:** Several policy and procedure topics were discussed. Laura made note of the Board’s awareness to consider diversity in membership recruitment. A review of past Board activities includes seven programs/projects (NRCC, Big Tree, Backyard Buffer, Workshop, Arbor Day Poster Contest, Fall Fest, and Weed Warriors) and the possible inclusion of an eighth project (Carroll County Air Chemistry project). Bryan expressed an interest in becoming more involved in the Weed Warriors program. It was generally agreed that revisiting and preparing a mission statement could prove useful for outreach and recruitment efforts.

### Programs/Updates:

**Workshop:** Chris provided a quick summary to date on workshop planning to date and conveyed his findings that an outdoor pavilion in Mount Airy makes a logical choice for a venue under these times. Potential fall dates were discussed and attempts to avoid conflicts with Fall Fest were noted

**Big Trees:** Geary announced he now serves on the state's Big Tree Committee. That committee is search of financial contributions. The Board voted to approve a \$100 donation be made to the state big tree committee. A brief discussion on planning a spring event tied to BYB tree distribution occurred. This item will be Covid dependent and can be revisited at a future meeting.

**Intern Logistics:** Lessons learned from the fall 2021 intern season provide guidance for future prospective interns. A structured program to include a work plan with specific projects needs developed. Consideration in colleges was also discussed. During the traditional college calendar, McDaniel and Carroll Community offer local student resources. Summer/winter interns could capture an intern population that attends school elsewhere.

**8:08 PM:** Motion to adjourn was made by Laura O'Callaghan, seconded by Geary Schwemmer and passed.

### **Action Items:**

#### **Administrative**

- Transfer Donna off of the bank account information and add Jamie Weaver to the account
- Board members continue to help develop a list of possible local sponsors
- Craft a Board Vision Statement
- Review Baltimore Wilderness Coalition membership opportunity
- Reach out to prospective members
- Complete sponsor letter

#### **Workshop**

- Check lighting/projector suitability at Watkins Park/check pavilion availability and set a workshop date
- Reserve Mt. Airy pavilion (Chris)
- Confirm Fall Fest/Apple Fest dates to avoid conflicts (Roland)
- Create a flow sheet for planning expenses and income

#### **Chuck Lewis PR**

- Complete Chuck Lewis Press Release (Laura)
- Geary will touch base with his niece regarding any opportunities for television pieces

**Next meeting:** Wednesday, February 2022, 6PM held virtually