



DAIRY FARM ADVISORY COMMITTEE MINUTES

Wednesday, November 18, 2009

1. Attendees. Joan Berry, Jack Boeve, Tom Dorr, JoeAnn Kuhn, Karyn Molines, Robert Myers, Marilyn Taylor, Mary Tobin, Lina Vlavianos, Roger White, and Gail Yeiser.
2. A slide show of gardens was shown throughout the meeting.
3. Ron Blake Award. Karyn announced that Janet Mackey was selected by the Department of Recreation and Parks to receive the Ron Blake Award for her volunteer service with the Dairy Farm Advisory Committee, Generals Highway Corridor Park, South River Greenway, and London Town.
4. October Minutes. Approved.
5. Status of Master Plan
 - a. Consultant Selection Process Update. Proposals from the five "short-listed" consultants was extended until Thursday, November 19, 3:00 p.m. Karyn Molines and Rocky Glendening will form a Technical Review Committee to evaluate the proposals and make a recommendation for the Consultant Selection Committee. The proposals include consultation with staff and a citizen committee—the "Implementation Committee." The Consultants will have one contract will includes the design, habitat restoration, and archeology. The Consultants must demonstrate that they have the appropriate staff or will sub-contract out to an appropriate firm.
 - b. Garden Design. The Consultants will provide a cost estimate for three gardens. In consultation with staff, the Implementation Committee, and other relevant organizations, the final designs will be created. In the "Schematic Design" the specific location of the gardens and required infrastructure will be identified. In the "Design Documents" and "Construction Documents" the garden plantings and other details will be described.
 1. Gardens could combine several features: such as native plants and butterflies. Karyn will provide the Committee with her A to Z list of garden ideas.
 2. Garden should have some connection to one another to create a coherent series of gardens. Karyn will provide a list of examples of "integrating themes or concepts" she has drafted. Each garden should cover 4-6 of these concepts. Examples of the concepts: water saving or wildlife values.
 3. The bike path can serve as a connector between gardens and tie several gardens together.
 4. Community Gardens. These are included as part of Phase 1. The Committee recommendation that they be organic is in the Master Plan. The Community Advisory Committee has guidelines where no herbicides are used and provide recommendations of appropriate insecticides.
 - c. Final Comments on the Text. Karyn provided a handout with the comments received to date on the Master Plan. As there were no additional comments, Karyn will incorporate the changes and post the Master Plan Report on the County web site.

- d. Future of the Dairy Farm Advisory Committee (Master Plan Committee) This is the last meeting. Involvement in future of the Dairy Farm can be through the Implementation Committee and the Open Days Working Group. Additional ad hoc groups may be formed based on specific needs.
6. Implementation Committee. This Committee would be appointed by the County Executive, made up of 12-15 people. The Committee's mission is to provide comments and recommendations to the County and Consultants on the development of the Master Plan. The Consultants will meet monthly with staff. Karyn will share information with the Committee to get feedback and suggestions. At least two physical meetings are anticipated, with regular email updates through the process. Public comments will be solicited and the Consultants will provide public outreach support (web site, brochures, posters, handouts)

The following people expressed an interest in being nominated for the Committee: Jack Boeve, JoeAnn Kuhn, Robert Myers, Marilyn Taylor, Mary Tobin, Lina Vlavianos, Roger White, and Gail Yeiser. The local home owners associations and communities (e.g. Four Seasons, Waugh Chapel, Gambrells) will be invited to select a representative. People with specific areas of interest (gardens, restoration) will be asked to join the Committee as well.

7. Initial Public Access for Spring 2010
- a. Open Days Group. This Group is a self appointing group (that is members volunteer to be part of it) responsible for creating public access opportunities at Hammond's Connection. This group would be separate from the Implementation Committee and would be responsible for the fundamental actions needed to have successful Open Days: publicity, signage, set up, clean up, refreshments, volunteer assignments.
1. JoeAnn Kuhn, Janet Mackey, and Marilyn Taylor have volunteered to meet to begin the planning. More volunteers are needed for this group. Wednesday, December 16, 7:00 pm is scheduled to discuss Open Days.
- b. Purpose of Open Days.
1. Make the Dairy Farm accessible to the public
 2. Share information the active farming and future plans of the farm and park
 3. Recruit new volunteers
 4. Develop a mailing list of potential volunteers, donors and audience
 5. Describe the vision of the Master Plan
 6. Provide updates on progress of the Master Plan, maybe using a timeline or a graphic such as a milk jug filling with milk
 7. Promote Hammond's Connection at the Dairy Farm
 8. "Tease" people about what is coming in the Master Plan
- c. Suggestions for Open Days.
- i. After discussing pros and cons, the Committee decided to hold the Open Days once a month beginning in April. The Open Days Group will determine specific days.
 - ii. Each Open Day would include
 1. Information about the Master Plan (through story boards, handouts, volunteers)
 2. Guided walks (with different themes as volunteer availability and skills allow)
 3. Self guided trail

iii. Volunteer needs.

“Behind the Scenes” and Preparation:

1. The “core” group who will coordinate the basics of each open day
2. Make flyers
3. Write Press release
4. Create posters
5. Send out emails, post flyers/posters
6. Update web site
7. Recruit groups and individuals to volunteer. Ideas of groups to approach: schools, scouts, community service clubs (Naval Academy, High Schools), National Honor Society, Key Club, church groups, book clubs, gyms, friends. Spalding Art Department Chair helped in the past.

Open Day Event:

1. Move tables and chairs
2. Set up signs
3. Park entrance
4. Parking
5. Greeters
6. Lead activities
7. Clean Up

iv. Committee members are encouraged to send other ideas to Karyn. In addition to the ideas from the October meeting, other programs could include:

- | | | |
|-------------------|-----------------------|-------------------------|
| astronomy | rain barrel workshops | walking tour of Village |
| autumn bouquet | rain garden demo | water quality |
| full moon hikes | seed exchange | water run off |
| leaf collecting | seed starting | worm composting |
| live birds | star gazing | wreath making |
| mapping big trees | stream clean up | |
| plant hikes | stream walks | |

d. Volunteers for Open Days.

- i. Roger White and the Odenton Heritage Society will develop information on the Hammond family history.
- ii. Tom Dorr can drive his antique tractor if Maryland Sunrise Farm allows us to use their wagon.
- iii. Mary Tobin would be willing to lead programs and walks.
- iv. Mary Tobin will contact the Spalding High Art Teacher for assistance.
- v. Other people who may be interested, but not at meeting: Gary Glossop, Janet Norman, Vernon Husted

e. Advertising.

- i. Department of Recreation and Parks will create a Press Release. The County Executive may be interested in this and an “Opening Day Ceremony” may be planned.

- ii. Flyers to distribute and hang on bulletin boards
 - iii. Articles in the Capital, Suburban Scene, Bay Weekly
 - iv. Banner on Dairy Farm Road
 - v. Email broadcast similar to the weather announcements for ball fields. Karyn will inquire about setting up an email alert system through the County web site for sending out announcements about the Dairy Farm. Emails should be sent twice a month: once to advertise the upcoming events, the other to recruit volunteers
 - vi. Facebook page
- f. Other Comments.
- i. Open Days Group and Implementation Committee have two very different functions. The Open Days Group is not involved in the process of developing the Master Plan or working with the consultants. The Open Days will not have any impact on construction, but will promote the progress of the design process.
 - ii. When Hammond's Connection construction begins the Open Days can flow directly into the development of park programs.
 - iii. Karyn will coordinate Open Days with Maryland Sunrise Farm for access and support.
8. Other Items.
- a. Volks Walk. Over 300 people participated over the weekend of November 7-8. Volunteers coordinated the entire event, including the informational signs throughout the site.
 - b. Cemetery. Roger White will provide contacts for people who have experience in cemetery preservation.
9. Future Committee Meetings
- a. The Advisory Committee will not meet again. Members were thanked for their contributions and are encouraged to provide comments and suggestions as the County moves forward.
 - b. Wednesday, December 16, 7:00 p.m. Chesapeake Room, 2664 Riva Road, specifically for planning the Open Days.