

MEETING MINUTES

Solebury Township Farm Committee

February 22, 2017 - 7 pm

**7:00 - 7:05
pm**

Call to Order

- Approval of Last Meeting Minutes – Ron motioned to approve the minutes, Graham seconded the motion. Minutes are approved with no changes.

**7:05 - 7:15
pm**

Updates since Last Weekend

- Photo for Herald – Photo was taken of the members that attended the meeting.

**7:15 - 8:15
pm**

Community Forum Meeting Planning

- Forum Date, Location & Time – April 6 @ 7-9 pm in NHS Upper Elementary Cafeteria
- Approval of Invitation Language – Information will be added about the Farm Committee as well as language encouraging non-ag producers and landowners to attend. E-mail will be provided in the letter for residents to ask questions, give input, etc. Kaitlin will check the e-mails and forward the e-mails onto the appropriate committee members. All committee members will have access to check the e-mail account. Tim will confirm the e-mail account address and will send out the address and password. Kaitlin will re-write the letter with the recommended changes and send out for review.
- Approval of Invitation List – Tim will circulate the final list. Committee members will reach out to residents on the list and invite them to the meeting.
- Invitation/Communication Plan – Mailer will be sent out by the township to the landowners on the mailing list. E-mails will also be sent to Kevin and Helen's e-mail lists. Tim will create and distribute a JPEG that will include meeting information that can be posted and shared on facebook pages, websites, etc. by committee members.
- Finalize Forum Agenda – Ron worked on a rough draft of the agenda and it was finalized during the meeting. Ron will circulate the final agenda.
- Finalize Forum Responsibilities – Members can get reimbursed for refreshments, materials, etc. needed for the meeting.
 - o Refreshments – Brian
 - o Moderator – Kaitlin
 - o Other?
 - Basic introduction – Kevin
 - Mission, objectives, definition – Tim

- Sign – In sheet – Ron
- Detailed notes – Ron
- Meeting signs (at NHS Upper E) – Tim
- Name tags for committee – Kevin
- Meeting signs (lawn/road) – Kevin
- Note cards – Kaitlin
- Pencils/pens – Tim
- Wireless microphone – Stephen

**8:15 – 8:25
pm**

Other Business

- Ron attended PASA and participated in a session titled “Farmers & Local Government: What’s in It for Me?” where he met Judy Chambers, Penn State Extension Agent. She would like to attend the open forum. Ron also met Amy Bobb, who is with the Pennsylvania State Association of Township Supervisors and will be writing an article for their monthly magazine on the subject.
- The Delaware River Basin Commission released a report, which included ordinances for agriculture. This could be a potential resource for the committee.
- The next confirmed meeting dates for the committee are April 25th at 7:30 and July 25th at 7:30. There is a meeting proposed for November 2nd.

**8:25 – 8:30
pm**

Close Meeting - Meeting adjourned at 8:09