

## Butte Falls Community Forest Commission Meeting Minutes

August 2, 2023 6:00 pm Community Hall

**Attendees:** Janice Schultz (Chair), Commissioners: Don Hamann, Mike Smeltz, Linda Spencer, Ben Decarlow

**Audience:** Skip Brown (about 6:27), Shone Ellis (about 6:18)

Janice opened the meeting. 6:01

Don moved that we approve the minutes from the previous meeting. Ben seconded. All ayes.

### Action Items

- Katie will get the key for the next meeting at the school conference room.
- Selection committee for the project consultant will meet with Meghan August 7<sup>th</sup> and continue to go forward with the selection process.
- Don will continue to go forward with the Food Forest Commissioner position.
- Don and Trish will do a phone interview with JPR on August 17<sup>th</sup>.
- We're still hoping to design a brand. Something not too big that will fit in the header space and can be used in notes, agendas, and correspondence easily. (See example above).
- Trish will initiate a new MOU between the Town and Wilkerson for a trail access.
- Mike will try to contact Hancock again for a confirmation to cross their land.
- Katie will cc Janice on monthly reports.
- The commission will appoint a secretary to record the minutes. Right now it is Katie.

**Mayor Meeting Attendance and Location:** Mayor Trish Callahan has agreed to attend our meetings in the capacity of Mayor to keep us and her better informed about business affecting the Town and the Commission. She will not be a commissioner at this time.

**New Meeting Place:** The school has agreed to let the commission use the board room at the administration building as long as those attending meetings are restricted from roaming around the building. We will begin using it at the next meeting. Katie will get the key this time.

**Project Consultant:** The town received five applications, and the next step is learning to use the grading matrix then going forward with the selection process. We hope to fill it by the middle of September.

**Community Food Forest Commissioner:** Don is meeting with someone from out of the area on Saturday. We voted to change the name from Butte Falls Community Forest Garden to Butte Falls Community Food Forest. Ben moved to change the name and Linda seconded. All ayes.