

Meeting Minutes from Richmond Agricultural Commission  
April 5, 2012 6:00 p.m. CD Building

**In Attendance:** Sandy Holbrook, Theresa Majoy, Heather Canfield, & Claire Jahnke.

The meeting was called to order at 6:02 by Theresa Majoy.

**Old Business:**

The minutes from the March 8 meeting were read. A motion was made by Sandy to accept the minutes and seconded by Claire. The motion passed unanimously.

**New Business:**

- We discussed how to manage funds. Theresa has asked the Selectmen what the procedure is, but she has yet to hear from them. Sandy has asked the Conservation Commission how their funds are handled.
- Theresa posted our meeting times and dates at the Town Hall and Four Corners store. They are labeled "do not remove." They will serve as permanent meeting notifications.
- Heather will make a cataloging system for our publications at the library. Theresa suggested making a theme table for our area as well as purchasing periodical holders to keep things in order. Heather will speak to Wendy about space for our publications and will discuss the lead time needed to have a theme table.
- Goals of the Richmond Agricultural Commission. Sandy suggested that we need to be more active in our community outreach. There were some suggestions from the surveys that were discussed. We decided to focus on one or two items this year and that educational programming is a good place to start. We discussed the following activities: (1) harvest fair/plant and produce swap/pot luck; (2) garden and farm tours (idea to be further developed); (3) hands-on workshops at the pavilion -- suggested topics for workshops were readying the soil for planting and organic pest control; and (4) kids program – possibly raised beds of vegetables or flowers. Theresa will ask Sandra Gillis about the proposed Richmond Beautification Group. Children could be involved in planting and maintaining gardens around town.
- Discussion followed on which projects to make priorities. It was unanimously decided to concentrate on garden tours as the top priority and plant swap as the second priority.

We set the next meeting for Thursday, May 3, 2012 at 6:00 p.m. at the CD Building.

There being no further business, Heather moved to adjourn, the motion was seconded, and the meeting was adjourned at 7:07 p.m.

Respectfully submitted,

Heather Canfield, Acting Secretary