

MDPB Minutes November 28, 2017 Mass Wildlife Office, 1 Rabbit Hill Road, Westborough, MA

**In Attendance:**

John Lebeaux – Board Chair

Mary Jordan – Chair Designee

Dave Hanson – Vice Chair

Darry Williams – Treasurer

Warren Shaw – Board Member

Melissa Griffin – Board Member

James Hunt – Board Member

Kathy Herrick – Board Member

Amanda Brusco – MDPB Coordinator

**Guests** – Scott Bowden from Sunworks Solar

**The meeting was called to order at 10:21 AM by Chair John Lebeaux.**

**General Business:**

DW made a motion to appoint MG to serve as secretary for the meeting, WS second, motion passed

DW suggested that we meet at the start of every year to elect officers

DW made a motion to approve the minutes from 9/22/17, WS second, motion passed

It was suggested that AB look at bylaws for the next meeting and we look at adjusting the terms for board members so they are more evenly spaced out

**Treasurers Report:**

Uncommitted: \$93,652.01

Unexpended: \$171,635.01

Encumbered FY18: \$77,983.00

2017 Revenue: \$236,259.15

2017 Expenses: \$215,692.38

AB is working with the National Dairy Board to get Cricket Creek to pay and they have sent a check

Mapleline has also sent a check

WS made a motion to accept the treasurer's report, DH second, motion passed

**Coordinator Updates:**

Grace Hill Farm in Cummington has not paid; they make cheese and raw milk

AB attended the NEDPB meeting and found it useful to see the programs we fund in action and to connect with counterparts in ME and CT

AB will attend Agri-Mark Region 3 Meeting on 11/30/17 at Bluebonnet Diner to provide an update

AB suggested doing a Culinary Adventure Trail for ice cream. We might have to go out to bid for a contractor to make a brochure and would then have to pay fringe. Should we ask included businesses to pay? Are there enough people who use MA milk to make their ice cream mix? What about cheese or even a dairy trail? MJ suggested doing a survey to find out who is doing ice cream or what is out there.

AB is working with FY18 grant recipients

**New Business:**

New member – James Hunt from Hunt Farm in Orange, MA replaces Krisanne Koebke  
DW and MG terms both end in 2018, 2017 appointment letters will be mailed out soon.  
New MDPB secretary will be elected at the next meeting.

FY2019 RFR Draft

2 Phases: Phase I – board reviews proposals and selects those proposals that will continue on to Phase II  
Phase II – in person presentation so board members can ask questions  
Potential projects – build consumer confidence in dairy animal care and environmental stewardship, culinary adventure trail  
AB has been working with Alex Gill on the RFR and it is modeled after a USDA grant which works well  
Potential timeline – RFR out in January, proposals due back in Feb, Phase I in Feb, Phase II March, with a goal of awarding grants by the end of March  
WS made a motion to authorize AB to prepare a draft of the RFR and email it to the MDPB when it is complete, DW second, motion passed.

FY2018 Updates

Mid project updates in January  
MA Cheese Guild – will have brochures for board when they are complete, should be soon  
Topsfield Fair – AB will follow up about MDPB logo on cow and more signage around the cow  
Center for Environmental Studies (Forgotten Farms) – no invoices, no communication  
Big E – AB attended one of the two cooking shows, thought it could have showcased dairy a little more, received invoice  
CISA – have not heard from  
MADF – no signed contract  
NEDPB – Zip Trips complete, invoice and final report received  
FUTP60 – more info coming at end of school year, paid full invoice  
MA Farm to School – working on database, no invoice yet

**Next Meeting:** Finalize RFR and meet with FY18 grant recipients – January 5<sup>th</sup> 10-2 location TBD

MJ – Farm and Market Report Eblast just went out; let her know if there are others who should get it

**Public Comment**

None

**Meeting adjourned at 11:46 AM.**

Respectfully Submitted,  
Melissa Griffin