

Harvard Agricultural Advisory Commission (HAAC)
Town of Harvard, MA

Minutes of Meeting June 29, 2021
Approved December 15, 2021

Members Present: Kerri Green - chair, Rob Traver, Frank Carlson, Matt Varrell, Christiane Turnheim, Rob Duzan (joins late, 7:06pm)

7:03pm Green called meeting to order.

Harvard Grown Brochure

Green screenshared the inside of the Harvard Grown Brochure and reviewed the changes/updates made. Traver made a motion to approve the brochure for printing and Turnheim seconded. As a point of discussion, Green pointed out there was still a whole side of the brochure still needed to be reviewed. Traver agreed.

Green shared the outside of the brochure. Traver asks if there is anything included about the Ag. Comm. to which Green responded no. Traver suggests writing a blurb for the bottom of the brochure talking about the commission. Green suggests adding an "about me" page to the Harvard Grown website. Varrell points out that the icon bar is also on the back/front of the brochure and suggests removing it from the inside to make more space. Traver suggests moving the Harvard Grown website link up, and putting beneath it "Brochure produced by Harvard Agricultural Advisory Commission".

Traver made an amendment to his motion to approve the brochure for printing and to give Green authority to add a sentence about the brochure being produced by the Commission. Varrell seconded, and all members voted in favor.

Discussion on the amount of brochures to order to remain within the Commission's FY21 budget. Green received a 15% off coupon code for making an account with Vistaprint. Discussion about different types of paper the brochures can be printed on. 9x16 trifold on standard or matte paper would allow a print run of about 5,000.

The difference between matte paper and recycled was exponential, and would only allow a print run of 1,000 brochures. Members agreed on Matte paper. Varrell suggested calling

Vistaprint to see if a better discount or price might be available to allow us to use as much of the FY21 \$1000.00 budget.

The town's finance director explained that Ag. Comm. is to submit an encumbrance report with the line item, but would need to approve the invoice once the order has been received.

Harvard Grown Content Website

Turnheim had trouble accessing the google calendar with the HG schedule. Green will check the setting on the calendar so she can access it. Turnheim will send her post to Green. Traver will have a deadline of July 21st. Green mentioned Varrell's post is up on Harvard Grown. To make things easier Green will put a schedule in a spreadsheet or email so it's easier to access for all.

Chair & Member Updates

Kickoff meeting will be this coming Thursday, July 1st at 10am. Green will be able to attend. Traver will attend with her. Green will forward the link to all members - it is on a different platform than Zoom.

Discussion about the upcoming summer schedule. Plans to meet in July, potentially bumping the meeting up to approve the invoice. Green reminded members that the Harvard Grown website renews in July so approving those invoices for reimbursement will be needed as well. Varrell reported his new barn is complete and would happily host a future Ag. Comm. meeting.

Turnheim reported her first workshop was a success. Traver has planted about half an acre of sunflowers on the Haskell land, and is working with NRCS to replant some native grasses, and thinks the coordinated work of replanting might be worth a discussion at some point. Green said to let her know when he would like it added to the agenda.

Traver motioned to adjourn. Carlson seconded. All were in favor. Meeting adjourned 7:55pm.

Submitted by: Kerri Green