



BRUNNER FARMHOUSE CITIZEN ADVISORY COMMITTEE

Minutes
1 April 2019

Meeting Summary

Routine Farmhouse business was discussed.

Roll Call

Present: Shari Burton, Chair, Sherill Bunetta, Mark Brunner, Gary Klotz, Diana Hastings, Tom Eudaley, (new member) Roxi Juul, guest, and Kevin Standbridge (Staff)

Absent: Susan Proudfoot (new member)

Agenda

The meeting was called to order by Shari Burton at 6:33 pm at the Brunner Farmhouse. The minutes from the 4 March 2019 meeting were approved as presented. The agenda for tonight's meeting was reviewed, amended, and approved.

Tom Eudaley, the newest member of the Committee, gave a brief introduction of himself. Megan Pletcher is no longer with this Committee.

OLD BUSINESS

1. **SIGNAGE:** We reviewed the rough draft of the proposed sign for the Farmhouse that was presented, by Mark and Diana in January 2019. The group then walked to the entrance of the Farmhouse on Main Street to check out the proposed location of a sign. At this point we expect the sign to follow City standards and to say: "Brunner Farmhouse and Gardens". The proper address for the Farmhouse will also be on the sign. The following 5 symbols should appear on the new sign:

Dog on a leash, Picnic Table, Hiking, Parking "P", Bicycle.

2. **VIDEO:** We discussed a plan to create two separate videos, both 90 seconds or so in length. The first one will be about the history of the Farmhouse. The second one will be about the grounds and gardens. Susan, our new Committee member has expressed interest in working on the history video along with Mark. Shari asked the committee to help develop an outline of what will go on each video by the May 6 meeting.

MONTHLY BUSINESS

1. HOUSE REQUESTS:

No new Requests.

2. GROUNDS AND GARDENS:

- a. Master Gardeners (MG) Workshops: All 3 previous meetings were well attended. The last one is schedule for 11 April and is slated for Brunner Garden Volunteers and Committee members only.
- b. It was decided to have soil tests done for our gardens. 5 were sent to CSU. The results should be back soon.

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- c. We are still in need of garden volunteers. We have new volunteers on the Blue, Perimeter, and Raised Patio gardens. Tom Eudaley volunteered to take over the Yellow Garden. That leaves one Garden in need of a sponsor. The Garden Volunteer roster is maintained by Shari and the Master Gardeners.
- d. Sarah Schweig, MG, is sharing her thoughts on what needs to be done in the gardens.
- e. Shari met with Brittany, the City Horticulturalist Foreman, regarding new Edging for the gardens. Brittany also said she can arrange the removal of debris after the gardens are cleaned up this spring. Roxie mentioned that the dumpsters are also available for the garden debris.
- f. Shari has arranged for plants needed by our Volunteers to be purchased through ARBOR VALLEY Nursery or LITTLE VALLEY Wholesale Nursery, both in Brighton. The City has a contract with these two businesses which should help keep our garden costs down.
- g. Shari recommended an E-mail be sent to our Garden Volunteers to see what plants they want to put in their beds this season. They should finalize this list by the 11 April meeting. Then the Farmhouse can place the order. Tom said he is very familiar with Arbor Valley and is willing to work with them.
- h. Brittany will arrange to have the Apple Trees pruned.
- i. Diana mentioned that none of the rose bushes have been pruned.
- j. Shari said we do have a lock for the Garden shed and that Roxie is taking action to clean it up, add some shelves and make room for a new wheelbarrow that will be available along with some tools for our Garden Volunteers and Master Gardeners. The Committee agreed to fund the purchase of a 4-wheel cart/wheelbarrow. The cost should be in the neighborhood of \$80. Sherill agreed to make the purchase.

3. ACTION LIST:

Item 29: City experts will locate the best place for the new Brunner Farmhouse sign on Main Street.

Item 48: the text needs to be updated to indicate Gary will work on this.

Item 58: The text needs to be updated to reflect the entire project is on hold. Please delete: ***“the windmill needs to be checked to see if it is still sound. Donations might be collected at Summer Sundays. There will be further discussion. Diana and Megan are looking at decorative 30-foot windmills.”***

NEW BUSINESS

1. **Vacuum Cleaner:** Sherill advised the committee that our old vacuum has expired and needs to be replaced. This committee agreed to replace the vacuum at a cost not to exceed \$300. Sherill will do the shopping.
2. **Red Chairs – House Users:** This group has dropped the Blue Garden and feel they should not have to give-back to the Farmhouse for using it since their work support the Broomfield Police Dept. Sherill reminded this Committee that City Departments don't usually provide a “give-back”. The Red Chairs Chaplaincy Group, a non-profit, was founded in 2018.
3. **House Users Give-bake revisited:** There was a brief discussion on this topic as highlighted in the previous discussion regarding the Red Chairs. Sherill still tracks the give back requirement and says everyone is doing their part.
4. **Spring Clean-up:** Sherill explained what happens during our Spring and Fall Cleanup events. She will continue to coordinate this event and will soon send out invitations to all house users and Garden volunteers. The date is Saturday, 18 MAY, from 9 am to noon.
5. **Summer Promotional Activities:** Shari plans to bring her HOA for a visit. In addition, we have the 2nd Summer Sunday's, The Broomfield Farmers Market @ 287 and 10th Street at the Holy Comforter Episcopal Church, and Broomfield Days to raise awareness of the Farmhouse. We can also look for volunteers, and some of these events may be used a fund-raiser.

There was a short discussion about holding a Thank You reception for Garden Volunteers and Farmhouse Users. This could be an opportunity to meet with City Council Members. Addition discussion will take place at a later meeting.

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6. **Committee Assignments:** Shari would like for each member of this committee to identify with a specific project.
7. **Volunteer Guidelines:** Mark will develop a list of "THINGS TO DO" for Garden Volunteers to include replacing plants, Spring and Fall clean-up, weeding, checking in with Mentors, the list of tools in the shed, Water turn on date, Etc. Diana said much of this information should be in the Garden Notebooks. Shari said the Notebooks are not readily available and are not up to date. Diana said she would provide via e-mail, some of the information developed in previous years and outline in our Minutes.
8. **Backdoor Storm door:** Diana said the storm door does not have any mechanism to stop it from swinging open too far. Kevin said he would have the City look into this.
9. Shari announces that there is a Sustainability EXPO happening on 14 April at the 1st Bank Center, in case any of the Committee would like to attend. Details are at this link:

<https://www.eventbrite.com/e/sustainable-lifestyle-expo-presented-by-colorado-state-university-extension-tickets-54986760882>

10. **Brunner Farmhouse Finances:** As of 30 March 2019 we have \$12,773.88

The next meeting of this committee will be on Monday, 6 May 2019.

Adjournment

The meeting was adjourned 8:01 PM

Approval

Minutes Prepared by Diana Hastings

Approved by



Chair