

CCFM November Board Meeting- Wednesday, November 12, 2025

In attendance: Jane Sewell, Tony Richardson, Commissioner Joe Vigliotti, Dawn Thomas, Ted McNett, Gabe Zepp, Judy Fortin, Tom Gordon, Ann Gilbert, Beverly Humbert and Emily Miller

Tony Richardson called the meeting to order at 9:34am.

October meeting minutes- Motion to approve by Gabe Zepp, seconded by Dawn Thomas.

Introduction of Ann Gilbert- Jane Sewell

- Background- Retired from the state of Maryland at the end of September.
- Working on building up volunteer base with focus on engaging with the youth (high school).
- Reviewing events and using her creative side in the new role.

Introduction of Carroll County Beekeepers Association (Monica Schmitt and Tristan Bannon)- Jane Sewell

- Will be creating a pollinator friendly garden- Pollinator Education Garden & Apiary
- Have identified a spot on CCFM campus (previously Master gardeners garden) to create the garden. Garden will include signage educating visitors on pollinators.
- Will sell the honey in the museum's gift shop
- Distributed a project plan for review
- Ultimately working towards securing Bee City, USA designation for Carroll County.

Planning Report- Tony Richardson

- Deer repellent has been applied to attempt to keep deer from eating plants during winter
- Pavillion seems to be coming along
- Tony will be donating an aerator to CCFM so that the staff may aerate when needed.

Commissioner's Report- Commissioner Vigliotti

- Delivered a proclamation to the Oxen last month
- Beginning budgeting season for the County and recommends that Jane submit the projects she would like to be considered by the Commissioners.
- Commissioners look forward to visiting CCFM for tea soon.

Manager's Report- Jane Sewell

- Pavillion structure is finished. The ground around the pavilion cannot be worked on at this time and remains unfinished. The stamped concrete is finished. The dedication to Jack Lyburn will be next Spring. Electricity has been installed. There is no need to have a water line installed as the structure next to it can be accessed for water.
- Jane has hired a caretaker. The applicant was referred to CCFM by a local landscaper and is a part-time employee of the landscaper. She started last Thursday and is residing in the apartment with her pets and friend. She has a farming background and is eager and capable of job duties and responsibilities.
- Gabe Zepp will transport the Oxen to their winter home soon.
- The teas are nearly sold out.
- The farmhouse is decorated for the holiday and is beautiful. Live greens will be donated and added to the décor of the campus after Thanksgiving.
- New opportunity for a \$20,000 grant that needs to be submitted before 12/31. If approved, the grant would be used for a camera security system. Jane will work to secure 3 bids for the project. She will know by Spring whether CCFM is awarded the grant. Commissioner Joe Vigliotti encouraged Jane to submit the project for County budget funds as well.
- Reflection on the Fall season- it has been a busy and good season. Happy to have secured a caretaker. Looking forward, we will be starting to plan for 250th celebration of the County and 60th anniversary of the CCFM.

New Business

- Beverly would like a budget request to include a new bathroom for the house.
- Beverly encouraged the board to forward a Christmas photo to be included in the holiday tour decorations.
- Beverly would like to officially plan for the staff recognition the Tuesday before Thanksgiving. She will bring donuts and coffee and will be reimbursed by the patron's fund.

Motion to close the meeting at 10:21am by Ted McNett and seconded by Gabe Zepp

Meeting adjourned at 10:21am.

Next Meeting: Wednesday, December 10, 2025 at 9:30am.