

Final Meeting Minutes
May 5, 2022, 7pm
In person at BBNC with a virtual option, link was sent out May 5th
friendshbb@gmail.com

Attendees:

Michelle Scott (Chairperson)	Mika Lawrence
Chris Markle (Treasurer)	Robert Scott
Maggie Kunz (Public Affairs Officer) (virtual)	David Parker
Sarah Franz (Secretary)	Ken Harris
Alison Malachowski	Jenna Mele (Bear Branch Nature Center)
Jessica Horning (virtual)	Dawn Harry (Bear Branch Nature Center)

Discussion/Action Items:

1. Call to Order, Welcome and Introductions
2. The draft minutes from the April 7, 2022 were sent prior to the meeting. A motion was passed to approve the April 7th minutes.
3. Reports
 - a. Treasurer- Chris Markle
 - i. Gave an update on the treasurer report (see attached).
 - ii. Obtained a Square reader to accept credit card payments.
 - iii. Dawn announced that FHBB will be getting its own revenue code for RecDesk so that funds can be transferred directly to the FHBB account.
 - b. Social Media- Maggie Kunz
 - i. Continue to increase followers on Instagram and FB.
 - ii. Sharing posts from others as well.
 - iii. Continue to send Maggie the information to post.
 - iv. Suggestion for doing a themed post such as share your hike days, share your animal sighting days, etc.
 - c. Park Operations- Dawn Harry
 - i. Paving project – still in the works and hope to wrap up before summer camps start in June. Millings will be used in other areas in the park
 - ii. New pavilion - pending completion of paving. Still discussing what to do with the old pavilion, in hopes it can be kept. Nature Center- Jenna Mele
 - i. Busy with field trips and looking for different methods to streamline the crowds.
 - ii. Opossum – USDA will do inspections for permits, enclosure will be built, and Opossum will be put on display.
 - iii. Obtaining trout tank from Irvine, and other exhibit updates are ongoing.
 - iv. Camp T-Shirts: requested FHBB for \$440 to help pay for camp T-shirts for summer 2022. A motion was made and approved to provide \$500 so extra shirts can be bought and sold in the future.
4. Logo progress - Kristin Darby/Michelle Scott- we are waiting on second drafts

5. Gardens – Alison Malachowski
 - a. Looking for volunteers to plant flowers. An email will be sent to the Garden Group and everyone announcing this need.
 - b. Commissioner sign garden has been adopted. Other garden areas are open for adoption. Alison will send information to Maggie to be posted on social media.
6. Volunteer record keeping update
 - a. Obtained a volunteer computer for computer sign-in. Working to figure out what program to use and install on the computer.

New Business

1. FoCRP Meeting Re-cap – Michelle Scott
 - a. Summer bash on July 15th, 4-9pm – FHBB can have a booth to pass out info and possibly share animals
 - b. Therapeutic Recreation Day, June 14th - FHBB can have a booth to pass out info and possibly share animals
 - c. Need to keep track of participants at each event
 - d. Yearly accreditation with Local Government Insurance Trust (LGIT)
 - e. Volunteer background checks and waivers are required yearly for volunteering for field trips, treasurer, or working with anyone under 18 years old. Cost is free.
 - f. 501c3 – FHBB can use FoCRP tax ID number for fundraising with FoCRP permission.
 - g. Brochures will be made for giving donations to FHBB.
2. Events Team May 10th Virtual Meeting at 7pm
3. Master Naturalist
 - a. Looking for Master Naturalist Advanced Training Coordinator – could this be posted to FB??
4. Project Idea Evaluations
 - a. Be prepared to provide details and information for new projects before presenting.
5. Trail Plans – Dawn
 - a. Dawn gave a presentation (attached) on proposed trail updates. An assessment of trails within and surrounding the park was conducted by Brad Rogers using GPS to determine actual vs. assumed trails. Trail improvements within the Bear Branch and Big Pipe Creek 100-year floodplain will require permits. Dawn discussed what the status of the trails is and what the long-term and short-term projects are to update and improve the trail system.
 - b. Requesting FHBB to volunteer or find volunteers for trail maintenance. Dawn will obtain trail posts and materials. A sign-up will be sent out for volunteers.
 - c. Partnership with the Mid-Atlantic Off Road Enthusiasts (MORE) for trail work, rides on Thu & Sat, and upcoming skills event. Website: <https://mtbmd.org/>
 - d. Volunteer Waiver: <https://www.carrollcountymd.gov/media/13411/recreation-and-parks-volunteer-registration-form.pdf>
 - e. For Background check: <https://carrollcountyrecreationandparks.quickapp.pro/positions>
 - f. Request for FHBB to create “You Are Here” signs to be placed around the park on the trails.
 - g. “Share the Trail” signs to provide education and trail etiquette.

- h. June 25th – event on trail etiquette and how to use trails safely.
- i. Master Naturalist trainings are working on training trail advocates and educators.
- j. Park boundary signage – requesting FHBB volunteer to do the research on what is needed to do this.
- k. Discussed using a trail app that we can share with the public to access trail maps. All Trails, Hiking Project, Trail Projects, Trail Forks, etc. Need to find one that shows horse trails, bike trails, hike trails, etc all in one. Suggested placing QR codes on signs that can link to a trail app.
- l.

Meeting adjourned at 8:40 pm.

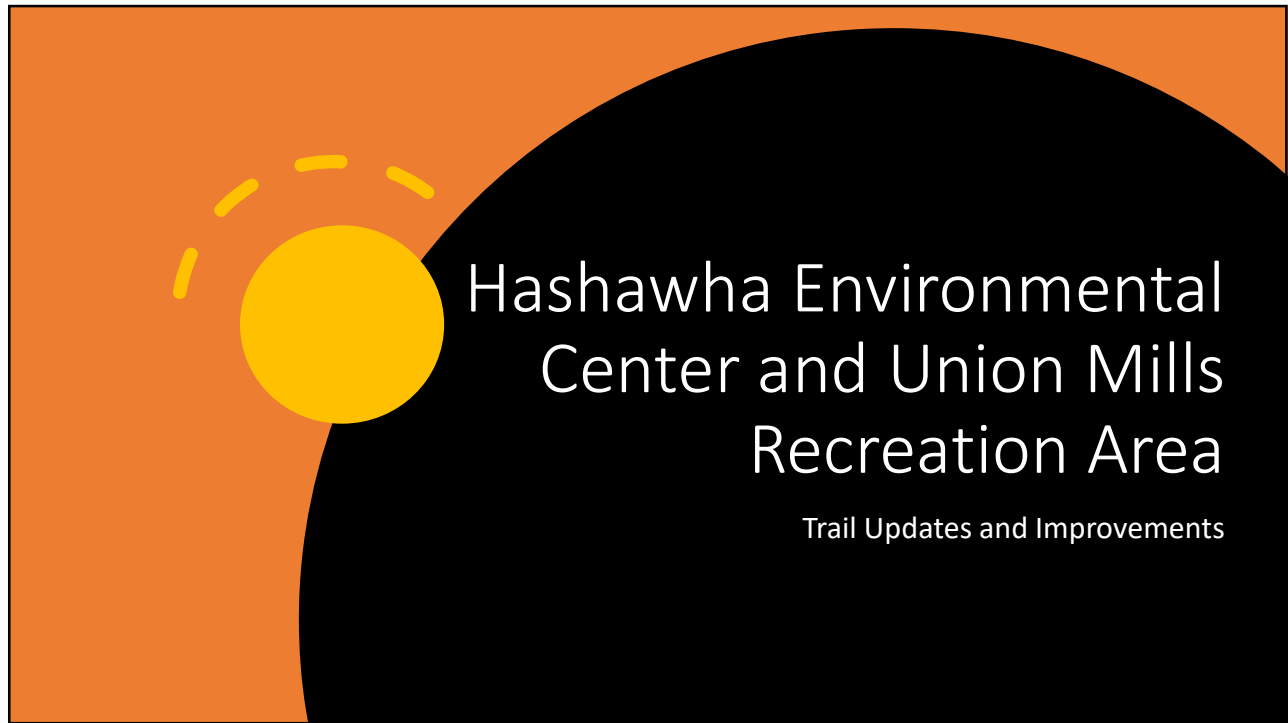
Reminders:

Next General FHBB Meeting is June 2nd, 7pm

Next FoCRP meeting is July 26th

<Trail Updates Presentation Slides>

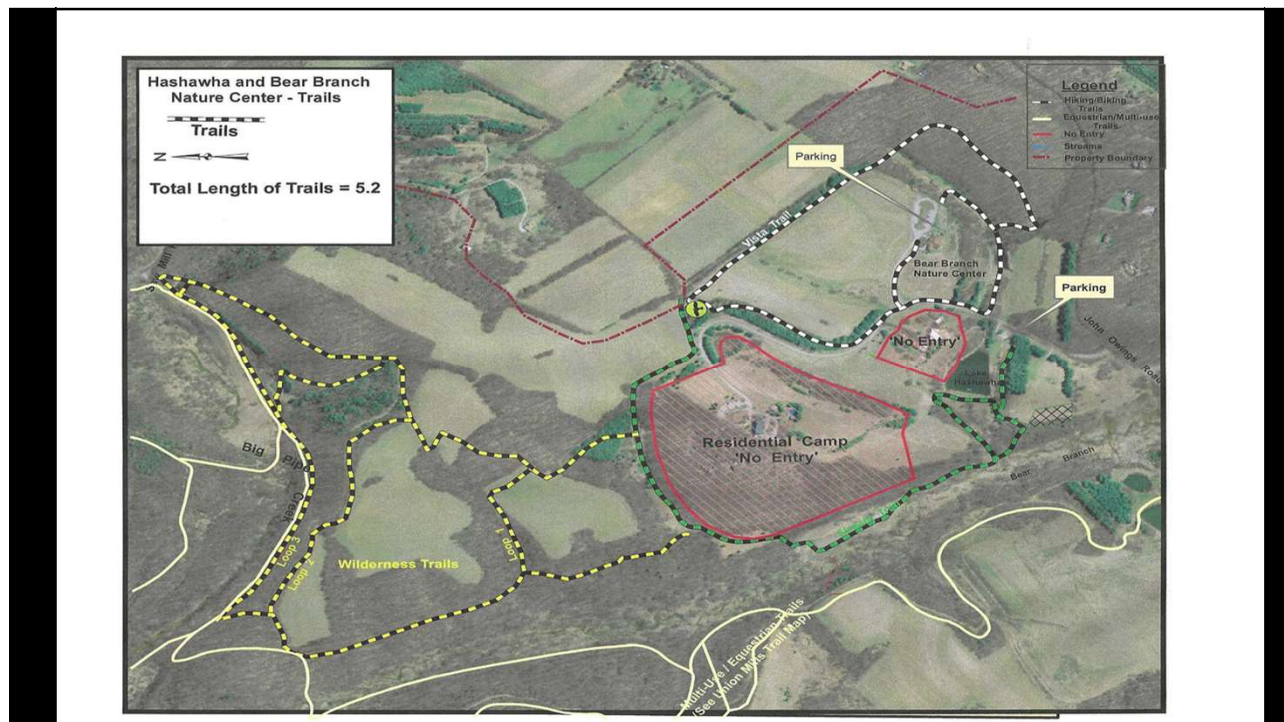
[05.05.2022 Meeting Slides.pdf](#)



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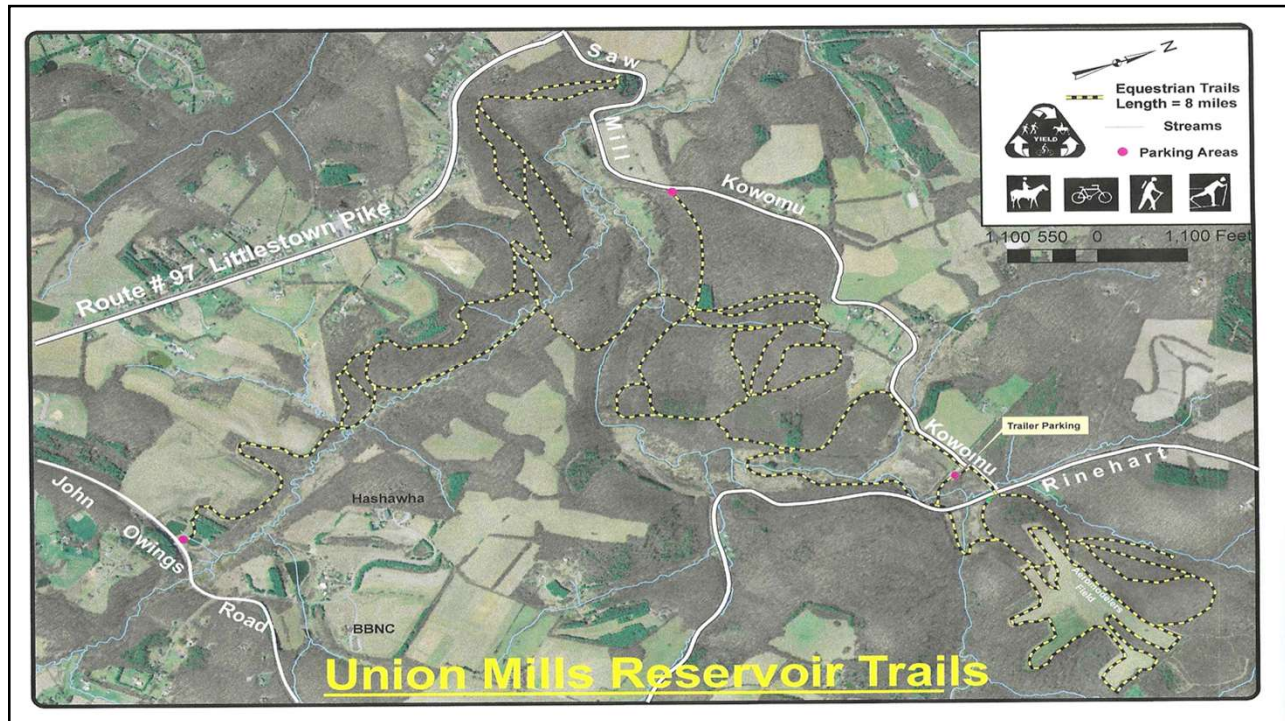


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Union Mills Reservoir Area






- ~12 Miles of Trails
- ~1740 Acres of Land
 - Union Mills- 1200 Acres
 - Spiegel Hill- 500 Acres
 - Hahn Property-40 Acres
- Open to Hiking, Biking, Cross-Country Skiing and Horseback Riding

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Challenges

-  TRAIL MARKINGS
-  MUD
-  EROSION
-  SOCIAL TRAILS
-  PARKING AREAS

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Steps Taken

- Trail Mapping
- Some trail maintenance with the help of heavy equipment
- Trail markers!



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Trail Workdays

- May 21 8:30AM-1:00PM
- Reroute of the Vista Trail adjacent to Woodland Pond.
- Route was laid out and approved by CCRP
- MORE coordinating volunteer sign-up



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Make Trails Easier to Navigate

- Chris and Rob have requested 4"X 4" posts to continue marking trails
- "You Are Here" Signs



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Education

- MORE obtaining Trail Etiquette Signs to be placed at Union Mills
- Mountain Bike Clinic to be hosted on June 25th at Hashawha Environmental Center
- 2022 Master Naturalist Trainees working on a Trail Guides volunteer program



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Park Boundary Signage

- Inform people when they are leaving Hashawha Environmental Center
- What kind of signs should we use? Where to purchase?
 - When the time comes, organizing installation of signs.



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