

## Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Dec. 9, 2014

**Program Area: Bartow County Master Gardener Extension Volunteers**

**Members Present: Jane McElreath, Mary Willis, Linda Roth, Kate Posey, Jerilyn Holland, Carol Ferguson, Venia Etta McJunkin, Dian Green, Karen Capito, Steve Zuber, Paul Pugliese, Candice Sims, Edna Martinez, Vicki Jones, and Sandra Howell.**

**Members Not in Attendance: Jim Humphreys, Rolland Stokes, Dianne Bennett, Carolyn Creager, Joy Leaphart, and Debra Wolff.**

### **R.E.P.E. Report**

**Review** – *Briefly describe the activities and events reviewed and evaluated during the meeting.*

1. Review Aug. 26 meeting minutes and action items.
2. YTD Budget Update. Net income is \$1,310.20 – Budget requests from each project chair?

**Educate** – *Briefly describe the educational component of the meeting.*

- MGLOG Update – Mary Willis (As of today, 44 of 57 MGEV's reporting hours.)
- Working with Youth online training (22 MGEV's completed at December meeting). All volunteer leaders supervising youth must complete training.
- 2015 Grow Strong MGEV Program Update in Gainesville – January 30<sup>th</sup> carpool
- 2015 Advanced MG Training will probably be late spring and cover either native plants or woody ornamentals.
- Another New Master Gardener Training will probably be hold in the winter of 2016.
- Edible Neighborhoods Grant through Keep Georgia Beautiful - \$2,000 for fruit trees at six local schools with Junior MG programs and FFA programs.

**Plan** – *Describe the planning for upcoming educational programs and events.*

1. Office Update (Beth Pryor – Office Resource Manager; Office renovations)
2. Promote Feb. 26, 2015: North Georgia Garden Symposium at North Metro Campus  
→ Vendors/Sponsor update – Vicki Jones & committee
3. Finalize 2015 Garden Seminars schedule
4. Finalize 2015 Plant Clinics schedule (Feb. 20 Arbor Day, etc.)
5. Ask a MG Clinics will the held the second Saturdays of June, July, and August and also at the Great Allatoona Cleanup September 26th.
6. Participation in the 2015 Tomato Festival is being considered.
7. Festivals at Rose Lawn will be held May 2-3 and September 19-20.
8. Several avenues for continued marketing of the pawpaws are being considered.

**Engage** – *Describe the tasks and/or roles members will play in upcoming educational programs and events.* Project Coordinator Updates:

1. Demonstration Gardens at Roselawn (Kate, Karen):
2. Office Help Desk/Library (Steve & Carolyn/Edna/Mary):
3. Publicity/Facebook (Jim, Dian, Lisa, Joy/Jerilyn):
4. Ask a MG Clinics (Karen, Kate, Jane, Carol):
5. Seminars/Speaker's Bureau (Steve, Edna, Sandra):
6. Keep Bartow Beautiful Liaison (Kate/Carolyn):

**Action Items** (To add rows, press “Tab” in the last table cell.)

<b>Action Item</b>	<b>Person Responsible</b>	<b>Completion Date</b>
2015 Seminars	Steve	Feb. 17, 2015
Arbor Day (trees and locations)	Kate	Jan. 1. 2015
Propagation Seminar for March	Edna	Feb. 17, 2015
Tomato Festival	Paul	Feb. 17, 2015
Cookbook	Mary	Feb. 17, 2015

**Additional Information:**

Next PDT meeting: February 17 @ 1-3pm