

Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Feb. 17, 2015

Program Area: Bartow County Master Gardener Extension Volunteers

Members Present: Venia Etta McJunkin, Steve Zuber, Rolland Stokes, Dianne Bennett, Mary Willis, Kate Posey, Edna Martinez, Warren Davenport, Carolyn Creager, Jim Humphreys, Candice Sims, Paul Pugliese

Members Not in Attendance: Sandra Howell, Vicki Jones, Carol Ferguson, Karen Capito, Dian Green, Jane McElreath

R.E.P.E. Report

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

1. Review Dec. 9 meeting minutes and action items.
2. YTD Budget Update. Net income is \$2,498.20 – No new budget requests from project chairs.

Educate – Briefly describe the educational component of the meeting.

-Working with Youth online training (26 MGEV’s completed to date). All volunteer leaders supervising youth must complete training.

-2015 Advanced MG Trainings – see attachment.

-Paul discussed possibility of requiring continuing education of MGEV’s in future.

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

1. Promote Feb. 26, 2015: North Georgia Garden Symposium at North Metro Campus, Acworth
- Vendors/Sponsor update – Vicki Jones & committee raised \$925.00 in sponsors; 7 vendors.
2. Warren Davenport initiated discussion about future plant propagation/fundraiser issues.
3. 2015 Garden Seminars and Ask a MG Clinics schedules finalized – ready for publicity.
4. Shakespeare Demo. Garden at Legion Theatre – S. Lukas/J. Holland/C. Creager will take lead.
5. Bartow Carver Park Pollinator Demo. Garden – Jane McElreath exploring project?

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/Steve): workdays scheduled; pruning in progress.
2. Office Help Desk/Library (Steve/Carolyn/Edna/Mary): continue to train new MGEVs.
3. Publicity (Jim/Dian/Lisa/Joy/Jerilyn): Advertising upcoming Seminars and Plant Clinics.
4. Ask a MG Clinics/Plant Sales (Karen/Kate/Jane/Carol/Steve): see action item below.
5. Seminars/Speaker’s Bureau (Steve/Edna/Sandra H.): Seminar schedule finalized.
6. New MG Training (Venia Etta/Kate): Have applications ready by this summer for next class.
7. Keep Bartow Beautiful Liaison (Kate/Carolyn): Ready for arbor day on Feb. 20

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

Action Item	Person(s) Responsible	Completion Date
Create feasibility committee for cookbook.	Mary; Kate; Candice	May 19
Change Wreath Seminar to \$20 on flyers	Paul Pugliese	February 20
Signup sheets for Ask a MG Clinic Hosts	Steve Zuber	March 3
Signup sheets for Seminar Hosts	Steve Zuber	March 3
Name tags for speakers/vendors/volunteers	Paul Pugliese/Beth Pryor	February 26
Signs for symposium sponsors/directions	Mary Willis/J. McElreath	February 26

Additional Information:

Next PDT meeting: May 19 @ 1-3pm