

Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Feb. 28, 2020

Program Area: Bartow County Master Gardener Extension Volunteers (MGEV)

Members Present: Jim Humphreys, DeeAnne Wyse, Vicki Jones, Don Hassebrock, Phil Aplin, Carol Ferguson, Dian Green, Gisele Butker, Kerry DeFoe, Lynn Frye, Candice Sims, Marcia Lester, Venia Etta McJunkin, Lisa Clark, Kate Posey

Members Not in Attendance: Steve Zuber, Paul Baron, Candice Sims, Mary Willis, Samijo Miron

Review:

1. Review Dec. 3rd PDT meeting minutes and action items. No corrections.
2. Budget Update: Current MGEV program balance is \$3,300.47 | Investment Fund: \$5,000.
3. Rose Lawn Irrigation: Water meter installed. Main line will be installed next month.
4. Allatoona Elementary Seed Starting Class was on Jan. 7th. School Field trip to ARC is March 9th at 10am to install transplants with students.
5. Hickory Log Blueberry Workday was on Jan. 28th – planted 120 liners.
6. MGEV Thoughtful Thursday was on Feb. 13th had 19 attendees!
7. Arbor Day was on Feb. 21st – still have persimmon & sassafras trees left over. Paul Pugliese will be planting leftover trees at Kingston Elementary on March 6th at 1pm.

Education:

1. Next MGEV Thoughtful Thursdays: March 12, May 14, June 18, July 9, Aug. 13 @ 2pm*
2. MGEV Regional Leadership Conference Archives: March 20, June 19, Aug. 21, Nov. 6
3. Marketing and logos for MGEV programs (see attached guide)
4. UGA Letter of Assurance Non-Discrimination (see attached)
5. Everbridge Notification System should be available for text alerts soon.*
6. 2019 Annual Summary for Bartow MGEV (see attached)
7. Future School Garden/STEM/EE Extension Program Assistant has been approved by county.

Plan and Promote Upcoming Programs and Events:

1. Promote upcoming 2020 Workshops: **Mar. 31, Apr. 18, May 2, June 13, July 15, Aug. 15***
2. Tellus Museum Spring Break STEM event – **April 10th** – Dian Green coord. volunteers.
3. MG Tour of Local School Gardens – **Last week of April** (TBA). Would like to use this as a spring board to assigning “school garden mentors” for next school year.*
4. Rose Lawn May Market: **May 2-3** – Mary Willis*
5. Cartersville Farmers Market: **May 2 – September 26** (Hired Katie Martin for Internship)
6. STEM Walk at Euharlee Elementary: **May 6th**
7. New Master Gardener Training: **June 1 – June 26** (Mon, Wed., Fri. classes); Application **Deadline is March 27.*** Bartow will **host week of June 19-26. Mid-Term June 12.**
8. 4-H Play in the Dirt Day Camp: **June 15-17** – Dian Green coordinating volunteers.
9. Red Top State Park D.I.R.T. Festival: **July 18** (TBA)

Engage Project Committees:

1. Seminars/Speaker’s Bureau (Lisa C./Dee Anne): Online registration through Eventbrite.
2. Demonstration Gardens (Phil/Paul B.): First rose pruning workday coming up in March.*
3. Publicity (Amelia): Need a co-chair and delegate publicity tasks to committee members.*
4. Office Help Desk/Library (Mary/Kerry): Need help during April 6-10 and May 26-29.
5. Ask a MG Events/Plant Sales (Carol/Kerry): Samijo will coordinate farmers market events.
6. Plant Propagation Committee (Steve/Kerry/George): Arbor day trees potted up with Kate P.

7. School Garden Clubs/Youth Programs (Marcia/Dian/Carol/Lynn): Hamilton Crossing had a committee meeting and is working with an Eagle Scout to build raised beds. Allatoona Elem. is working with Comcast (Gisele is in contact with them) for a landscape workday on April 25th. * Master Gardener volunteers will be needed to help with planning and supervising/training Comcast volunteers. Jim applied for a GMGA grant to expand the Red Top Middle gardens.
8. New MG Training & Mentoring (Mary/Kate/Venia Etta): Trainee Meet & Greet May 13th @ 5pm. *
9. Finance Committee (Dee Anne): Will present February quickbooks update on March 3rd.

Additional Information: Next PDT meetings: **May 22** @ 1pm-3pm; **August 21** @ 1pm – 3pm; **November 20** @ 1pm – 3pm.

Action Items:

*Action Items	Person(s) Responsible	Completion Date
Coordinate Thoughtful Thursday webinars	Carol Ferguson	Ongoing
Advertise upcoming Garden Workshops	Amelia Winkle	Ongoing
Recruit New Publicity Co-chair(s)	Jim Humphreys/Amelia W.	March 3
Coordinate Rose Lawn Pruning Workday(s)	Phil Aplin/Paul Baron	March 4
Advertise Master Gardener Training Program	Amelia Winkle	March 27
Recruit Volunteers for AES Workday	Gisele Butker	April 25
Coordinate Rose Lawn May Market	Mary Willis	May 2
Coordinate New MG Meet & Greet	Kate Posey/Venia Etta	May 13
Activate Everbridge Notification System	Paul Pugliese	ASAP