

Extension Program Development Team (PDT) Agenda

Agent: Paul Pugliese

County: Bartow

Date: Feb. 4, 2022

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

Members Present: Jim Humphreys, Samijo Miron, Missy Phillips, Kerry DeFoe, Carol Ferguson, Steve Zuber, Venia Etta McJunkin, Candice Sims, Don Hassebrock, Mary Willis, Vicki Jones, Sarah Craighead, Rick Shireman, Phil Aplin, Paul Pugliese.

Members Not in Attendance: Kate Posey, Dee Anne Wyse.

Review:

1. Review: November 17th PDT meeting minutes and action items.
2. Budget Update: Current MGEV program balance is \$6,298 | Investment Fund: \$17,013
 - a. Investment fund goal is to purchase/install a greenhouse at Extension office.
 - b. Estimated cost of a 16'x36' greenhouse including turn-key installation is \$28,000.
3. Seed Starting Workshop on Jan. 15th (21 attendees).
4. Hayes Park Rain Garden MOU was signed on 01/19/22. (Ad hoc committee with KBB)

Education and Updates:

1. Upcoming Thoughtful Thursday (2pm) Webinars: Feb. 10, March 10, April 14, May 12, June 9, July 14, Aug. 11, Sept. 8, Oct. 13, Nov. 10. These count toward continuing education.
2. Georgia Green Landscape Stewards Program: site.extension.uga.edu/georgiagreen/ Click on "Education Components" to access free webinars for continuing education.
3. State Botanical Gardens Classes can also count for continuing education. Several virtual options: botgarden.uga.edu/events/
4. Cartersville Farmers Market Economic Impact Survey (May TBA).
5. Extension Partnerships with Local Schools (see handout).
6. Committee/Project Team Chair Rotations: Move toward vice-chair, chair, and past-chair succession plan in 2022. [Chair Planning Guides and Calendars](#) should be completed asap.

Plan Upcoming Programs and Events:

1. BCMG Workshops: Fairy Gardens (**Feb. 12**), Raised Beds (**March TBA**), Container Gardens (**April 9**), Cooking with Herbs (**June 11**), Invasive Species (**Aug. 20**), Edible Landscapes (**Oct. 15**), Bulbs (**Oct. 29**), Wreath Making (**Nov. 19**). Be sure to complete the Education Activity Report after each workshop and return to office. Mary has packets with surveys, sign in sheets, and forms ready to pickup at the office.
2. Office Volunteers Needed: Feb. 9, 11, 14, 15, 16, 23, 25, 28; March 2, 17, 23, 25, 28, 29; April 4, 5, 6, 7, 8, 12, 13, 15, 27, 28, 29; May 5, 19, 25, 31, June 1, 2, 3. Please use Sign Up Genius for Extension Office: <https://t.uga.edu/73J> Extension office will be **closed May 30th**.
3. Hayes Park Rain Garden: planting trees/shrubs on **Feb. 7** at 1-3pm. Susan Gilmore and Missy Phillips are co-chairs. Dedication on **May 12** at 11am. See Sign Up Genius for upcoming workdays. Missy noted that this project will be a terrific model/demonstration rain garden for the City and County to replicate in other areas that require stormwater mitigation.
4. KBB Arbor Day: **Feb. 17 & 18** – Kate Posey is Chair; Mary Willis is vice-chair. All locations will start at 11AM except Doug's Restaurant which starts at 8AM.
5. Rose Lawn May Market Plant Sale: **May 7-8** – Vicki J. is chair; Jim H. is vice-chair.

Engage Project Teams:

1. Ask a MG Events (Carol/Linda): *Inactive*
2. Workshops/Presentations (Dee Anne): Need a vice-chair.*
3. Rose Lawn Garden (Phil/Paul B./Steve): Resume weekly workdays on **Feb. 16** at 9am.

4. KBB Projects/Shakespeare/Hardin Bridge (Carol/Pete/Candice/Linda): Spring workdays TBA.
5. Seed Starting (Jim/Samijo/Mary): Meet on Mondays at 1pm. Committee planning guide and calendar completed for 2022. Chatt. Tech will allow MG's to borrow greenhouse this spring.
6. Plant Propagation (Steve/Kerry/Venia Etta): taking cuttings of Coleus and Acuba for Roselawn.
7. School Garden Consulting (Kate/Marcia/Lynn): Adairsville Elem. STEM Classes **Feb. 9.** Hamilton Crossing Elementary garden club will meet **Feb. 8.** at 3pm.
8. 4-H/Day Camp/Forestry (Don): Vicki Jones and Sandy Adams will be 2023 co-chairs.
9. Farm Bureau (Carol): *Inactive*
10. Community Gardens/ARC (Gisele): *Inactive – follow up with Nichole Varnell at ARC.**
11. Mentoring New MG (Don/Mary/Kate/Venia Etta): 5 trainees completed certification hours.
12. Lunch & Learns (Jim): *Inactive*
13. Media Promotion (Jim): Kerry DeFoe will be vice-chair. Send media contact list.
14. Office Support (Mary/Kerry): Updating library. Working with new MG trainees.
15. MGEV Finance/Fundraisers (Jim/Mary/Dee Anne): Need a vice-chair for finance.*

Additional Information: Upcoming PDT meetings: **May 20, Aug. 12, and Nov. 4 @ 1pm – 3pm.**

Action Items:

| *Action Items | Person(s) Responsible | Completion Date |
|--|-------------------------------------|------------------------|
| Streamline Signup Genius | Paul, Mary, Kerry | March 1 |
| Recruit vice-chairs for any projects teams or standing committees that don't have one. | Don Hassebrock and Committee Chairs | March 1 |
| Follow up with Nichole Varnell at ARC | Paul and Don | March 1 |
| Chair planning guides/calendars | Committee Chairs | March 1 |