Extension Program Development Team (PDT) Minutes

Agent: Paul PuglieseCounty: Bartow

Date: Mar. 22, 2019

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

Members Present: Linda Roth, Carol Ferguson, Paul Baron, Mary Willis, Jim Humphreys, Candice Sims, Phil Aplin, Dian Green, Sandy Adams, Lisa Clark, Venia Etta McJunkin, Steve Zuber, Dee Anne Wyse, Emily Bryson, Vicky Jones, Lynn Frye, Janet Martin, Kate Posey, Paul Pugliese

Members Not in Attendance: Kerry DeFoe

Review:

- 1. Review Nov. 30th PDT meeting minutes and action items.
- 2. Budget Update: Current balance is \$2,305.51
- 3. Seminars: Growing Daylilies (31 attendees); Succulents Seminar (35 attendees)
- 4. Hickory Log Blueberry Patch Planted blueberries and spread mulch on Feb. 8th.
- 5. Arbor Day on Feb. 15th (417 attendees)
- 6. Kingston Elementary School Outdoor Classroom Workday on March 2nd.
- 7. Allatoona Resource Center Elementary School Field Trip on March 19th.
- 8. New MGEV Training Finished everyone passed!

Education:

- 1. Dr. Mike Martin's recorded presentation from the Master Gardener Leadership Conference.
- 2. Structure of Master Gardener Organizations (MGO's)
- 3. Advantages and disadvantages of an independent 501(c)3
- 4. Standardized Program Evaluation Form piloting during April June. Copy to backside of existing evaluations during the pilot phase so we can capture both data sets. (see attached)

Plan and Promote Upcoming Programs and Events:

- 1. <u>Mentors</u>: please continue to work with your new MG mentee during the next year.
- 2. Farm Bureau Women's Committee meeting on March 26th at 5:30pm.
- 3. <u>Master Gardener Grow Strong Conference</u>: Broadcast Live on April 9th @ Bartow Extension office from 10am 3pm (registration available online). Optional UGA Tours on April 8th if you want to ride the bus to Athens for a day trip: Call the Extension office to sign up for the bus ride. You MUST be registered online to go on the field trip!
- 4. <u>Tree Identification Seminar</u> on April 2nd at 7:00pm.
- 5. <u>Grape Vine Wreath Making Seminar</u> on April 10th at 1-4pm, Big Door Vineyards (\$10 fee).
- 6. <u>Allatoona Community Garden Meeting</u> on April 15th at 8:30am | April 27th Spring Planting
- 7. <u>Cooking with Herbs Seminar</u> on **June 1**st at 11:00am (\$10 materials fee).
- 8. <u>New Project proposal</u>: from Jeri Holland for book on "Heirloom Roses of Rose Lawn." Needs a detailed budget request before a decision can be made.
- 9. <u>Tellus Science Museum STEM Week</u>: April 5th at 10am 4pm; Contact Dian Green.
- 10. <u>Hamilton Crossing Elementary School Garden Workday</u>: April 10th at 9am 2pm.

Engage Project Committees:

- 1. <u>Seminars/Speaker's Bureau</u> (Lisa C.): Co-chair is Dee Anne Wyse; \$200 budget.
- <u>Demonstration/Community Gardens</u> (Phil/Carol): Rose Lawn co-chair is Paul Baron; \$300 budget. Shakespeare Garden and Rollins CDC Garden does not need a budget allocation. Rollins CDC co-chair is Don Hassebrock.
- 3. <u>Publicity</u> (Janet): Co-chair is Amelia Winkle; \$200 budget. Will meet on April 30th.
- 4. <u>Office Help Desk/Library</u> (Mary/Kerry): Need a librarian volunteer. \$100 budget.

- 5. <u>Ask a MG Events/Plant Sales</u> (Carol/Kerry): Farmers Market begins June 1st. \$200 budget. New Co-chair for Lake Allatoona Cleanup is Dee Anne Wyse.
- 6. <u>Plant Propagation Committee</u> (Steve/Kerry): Will meet again on April 26th. \$200 budget.
- School Garden Clubs/Youth Programs (Marcia/Dian/Carol/Lynn): Hamilton Crossing \$100 budget. Montessori \$500 budget. Play in the Dirt 4-H Day Camp will be June 18-19; \$200 budget. Tellus Museum STEM Week \$100 budget.
- 8. <u>New MG Training & Mentoring (Mary/Kate)</u>: Done for 2019.
- 9. Finance Committee (TBA): After new bylaws are approved and new officers installed.

Additional Information: Next PDT meeting: June 7 @ 1pm – 3pm.

Action Items:

*Action Items	Person(s) Responsible	Completion Date
Begin using new Program Evaluation Form;	Lisa Clark; All Seminar	April - June
submit with educational activity reports.	Speakers	
Project Proposal for "Heirloom Roses of Rose	Jeri Holland	June 7
Lawn" book needs a budget request.		
Call/Email Extension office to signup for	Open to everyone that	April 2
UGA Tours on April 8 th to ride the bus.	registers online.	
Register online for Grow Strong Conference	Open to everyone that	March 29
Live Broadcast on April 9 th	registers online.	
Each project committee should plan to meet	Committee Chairs	June 7
with their committee members		
Publicity for upcoming seminars	Publicity committee	April 2; June 1