

## **Extension Program Development Team (PDT) Minutes**

**Agent:** Paul Pugliese

**County:** Bartow

**Date:** May 17, 2017

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

**Members Present:** Steve Zuber, Carolyn Creager, Linda Roth, Phil Aplin, Kate Posey, Vicki Jones, and Janet Martin.

**Members Not in Attendance:** Venia Etta McJunkin, Dian Green, Jim Humphreys, Marcia Humphreys, Mary Willis, Candice Sims, Elaine Schwartz, Sandi Lukas, and Lynn Frye.

### **Review:**

1. Review Feb. 15th PDT meeting minutes and action items. Minutes approved.
2. Budget Update: Net income is \$2,343.46
3. Seminars: Organic Gardening (27 attendees); Growing Herbs (47 attendees) and Pet Safe Gardens (13 attendees)
4. Allatoona Resource Fair & Pizza Farm – 60 contacts.
5. Home Depot Master Gardener Clinics – not well attended; not much collaboration from H.D.
6. Rose Lawn May Market & Plant Sale did very well this year.
7. New Master Gardener Mentor Meet & Greet – two trainees were absent.

### **Education:**

1. When sending out an email to all Bartow Master Gardeners, use this email address: [BARTOWMG-L@listserv.uga.edu](mailto:BARTOWMG-L@listserv.uga.edu) . You don't have to send it through the office first. You will get your own email back immediately if you do this right.
2. MG Field Trip - tour of local nurseries on **May 22<sup>nd</sup>**. See attached itinerary.
3. Discussion about food safety concerns with local schools/community gardens.

### **Plan Upcoming Programs and Events:**

1. Allatoona Community Garden – Organic Gardening Seminar on **May 25<sup>th</sup>** at 5:30pm.
2. Rollins Child Development Center – New School Garden in progress. Plant on **June 10<sup>th</sup>**.
3. First MGEV Class on **June 2<sup>nd</sup>** – Mentors invited to bring breakfast foods at 8:30am.
4. Class Mid-term and lunch at noon on **June 16<sup>th</sup>** in Stiles Auditorium.
5. New MGEV Orientation with committee/project coordinators **June 16<sup>th</sup>** after lunch.
6. Bartow hosting the last two MGEV training classes on **June 26<sup>th</sup> and June 28<sup>th</sup>** at North Metro. Potluck lunch at noon provided by mentors from all counties.
7. 4-H Play in the Dirt Day Camps on **June 20<sup>th</sup> and 21<sup>st</sup>** at 9:30am – 3:30pm.
8. 4-H Forestry Judging Practices on **July 21<sup>st</sup> and July 27<sup>th</sup>**.

### **Engage Project Committee Members:**

1. Rose Lawn Demo. Gardens (Phil/Rolland): Need to purchase shovels, rakes, broom, and wheelbarrow to keep onsite. Allocate \$200 from budget for Phil to purchase.
2. Office Help Desk/Library (Mary/Carolyn): Orientation for New Master Gardeners in July.
3. Publicity (Jim/Janet/Beth): Please continue to send pictures for newspaper/scrapbook.
4. Ask a MG Clinics/Plant Sales (Kate/Carol): Sign up online for Farmer's market - 2<sup>nd</sup> Saturday of each month: June 10, July 29 (Tomato festival), and August 12.
5. Seminars/Speaker's Bureau (Dian/Edna): Please "reply all" on the MG email listserv if you take a speaker request sent from the office. This will allow everyone to know it was handled. Contact Extension office for making copies/handouts or if you need resources for presentations.
6. New MG Training (Venia Etta/Kate): Lunch on June 16<sup>th</sup> after mid-term exam.

7. School Garden Clubs/Youth Workshops (Marcia/Dian/Sandi/Lynn): no report.

**Additional Information:** Next PDT meeting: **August 17<sup>th</sup> @ 1-3pm**

**Action Items:**

<b>Action Items</b>	<b>Person(s) Responsible</b>	<b>Completion Date</b>
Sign-up sheet for 4-H Forestry volunteers	Paul Pugliese	June 6 <sup>th</sup>
4-H Day Camp Planning Meeting	Dian Green	May 24 <sup>th</sup> @ 10am
Sign-up sheet for Rollins School Garden	Phil Aplin	June 6 <sup>th</sup>
New MGEV Orientation	All Project Coordinators	June 16 <sup>th</sup>
New MGEV Potluck Lunch	All Class Mentors	June 28 <sup>th</sup>
Purchase tools for Rose Lawn	Phil Aplin	June 6 <sup>th</sup>