

Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Aug. 18, 2023

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

Members Present: Renee Carleton, Vicki Jones, Dee Anne Wyse, Carol Ferguson, Rick Shireman, Gracie Jordan

Members Not in Attendance: Mary Willis, Kate Posey, Steve Zuber, Don Hassebrock, Venia Etta McJunkin, Candice Sims, Sandy Adams

Review:

1. Review: May 19th PDT meeting minutes and action items.
2. Budget Update: Current MGEV program balance is \$11,858 | Investment Fund: \$28,013.
3. Master Gardener Advanced Diagnostics Training had 24 attendees on Aug. 11.
4. Master Gardener School Volunteer Training had 8 attendees on Aug. 4.
5. Greenhouse delivery scheduled for Aug. 22nd to county maintenance shop on Douglas Street.

Education and Updates:

1. Upcoming Thoughtful Thursday Webinars (2pm): Sept. 14 – Tree Installation; Oct. 12 – Fall Turf Care; Nov. 9 – MGLOG Tips.
2. Continuing Education Requirements for 2023 (10 hours).
3. Youth Risk Management Training in MGLOG due **Aug. 31st**. Only 18 out of 70 completed.*
4. Advanced Master Gardener Training Series: “Teaching with Demonstration Gardens” will be hosted in Bartow on **Oct. 25, Nov. 1, and Nov. 8** (Wednesdays at 2pm-3:30pm). Free!
5. KBB Trainings in auditorium (8:30am-2pm): Project Wild (**Sept. 20**), Project Learning Tree (**Nov. 13**), Project Wet (TBA) | \$30 includes books | Bring a lunch (see handout)

Plan Upcoming Programs and Events:

1. BCMG Workshops: Pettit Preserve Tree Walk @ 10am-12pm - free-RSVP only (**Oct. 14**); Orange-Clove Topiaries @ 10am-12pm (\$30 | max 15 people) (**Oct. 21**); Wreath Making (\$30 | max 15 people per session) (**Nov. 18**).
2. Office Volunteers Needed: Aug. 30, Sept. 14, 19, Oct. 2-6, Nov. 1, Nov. 14-15
 - a. Please use Sign Up online for Extension Office: <https://t.uga.edu/73J>
 - b. Extension office will be **closed for holidays: Sept. 4, Nov. 23-24**
3. Rose Lawn Festival: **Sept. 16-17 – setup Friday Sept. 15**. Two new tents available.
4. School STEM Showcase Calendar (see handout) – RSVP with Gracie Jordan.

Engage Project Teams:

1. Continuing Education: (Carol, Samijo, Sandy): Potential speakers: Etowah Valley Landscape (Sims Bark), USDA NRCS Composting Workshop
2. MGEV Finance/Fundraisers (Dee Anne/Mary): Need a vice-chair for finance.* Submit budget requests for 2024 before November meeting.
3. Workshops/Presentations (Dee Anne): Need a vice-chair.* See workshop notes above.
4. KBB Projects (Pete/Candice/Katie/Gracie): Fall Garden Workdays (TBA), Stuff GLAC Bags in auditorium on Aug. 24 at 3pm.

5. Propagation and Seed Starting (Rick/Mary): Fall vegetable seeds started for schools and lettuce bowls (10-20) to sell at Rose Lawn. Setup tabletop demonstrations for Rose Lawn Festival tent featuring: Hydroponic Buckets, Rain Barrels, and Pollinator Gardens. Setup tabletop examples and practice demos during September 5th MG meeting. *
6. School Garden Consults (Kate/Katie/Gracie): See STEM Showcase Calendar. * RSVP with Gracie Jordan.
7. Rose Lawn Garden (Steve/Paul B.): Wednesday morning workdays ongoing.
8. 4-H/Day Camp/Forestry (Sandy/Don): District Forestry Contest Sept. 5th in Conyers.
9. Mentoring New MG (Vicki/Venia Etta): Mentors should continue to check-in with new mentees as they complete their 50 volunteer hours. Invite them to committees, etc. * Six have completed 50+ hours. Several have less than 10 hours reported to date.
10. Office Support (Mary): Need a vice-chair. *
11. Media Promotion (No Chair*): Dee Anne will assist with workshop publicity interim.
12. Community Gardens/ARC (Gisele/Carol J.): Workdays on Wednesdays and Fridays from 6:30pm-8pm. Third Saturday of each month workdays 9am-11am. Teaching mini-gardening classes on third Saturdays 9:30-10:30am during workday.

Additional Information: Upcoming PDT meetings: **Nov. 3, Feb. 2 @ 1pm.**

Action Items:

*Action Items	Person(s) Responsible	Completion Date
Complete Youth Risk Mgt. Training MGLOG	All MGEV's	Aug. 31
Setup Tabletop Demo Examples for R.L. fest.	Vicki, Rick, Renee	Sept. 5
Submit budget requests for 2024 to Dee Anne	Committee Chairs	Oct. 31
Attend STEM Showcases at local schools	School Garden Volunteers	Ongoing
Mentors check-in with new MG trainees	Mentors for 2023	Ongoing