

Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Aug. 21, 2020

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

Members Present: Kate Posey, Vicky Jones, Jim Humphreys, Mary Willis, Lisa Clark, Venia Etta McJunkin, Phil Aplin, Steve Zuber, Candice Sims, Katie Martin, Paul Pugliese. Online via Zoom: Dian Green, Jeri Holland, Linda Roth, Gisele Butker.

Members Not in Attendance: Dee Anne Wyse, Carol Ferguson, Lynn Frye, Amelia Winkle

Review:

1. Review Feb. 28 PDT meeting minutes and action items. Minutes approved.
2. Budget Update: Current MGEV program balance is \$4,609. | Investment Fund: \$5,000.
3. Farmers Market 'Ask a Master Gardener' table shared with Samijo.
4. Office Updates: New FACS Agent hired (Nov. 1 start date), Keep Bartow Beautiful Relocation to Extension office (Missy Phillips is new Director; Sheri Henshaw retired), ANR/KBB Program Assistant hired on Aug. 10 (Katie Martin).

Education:

1. MGEV Regional Leadership Conferences online: Aug. 21, Nov. 6. Candice and Mary attended.
2. Everbridge Notification System is available for MG text alerts (successfully used in March).
3. UGA Guidelines for Resumption of MG Volunteer Service – New COVID Protocols reviewed. Must document voluntary service or training at least once every 120 days to maintain active (screened) status. Report MGLOG hours and Educational Activity Reports (EAR's) within two days of volunteering to facilitate contact tracing for COVID. Maximum occupancy in auditorium is 25 people spaced 6 feet apart. No food/refreshments can be served at meetings.

Plan Upcoming Programs and Events:

1. Office Help with KBB: **Aug. 25** –Volunteers to assist: Carol, Linda, Barbara, Emily, Phil.
2. Cartersville Farmers Market: **Ends September 26**
3. New Master Gardener Training: **Postponed until 2021**
4. Rose Lawn Festival: **Sept. 19-20** – Phil and Jim will coordinate an Ask a MG Tent. * No in-person plant sales allowed by current UGA COVID Guidelines.
5. Workshop: All About Composting: **Sept. 19** - Jim will setup a demonstration for Rose Lawn.
6. Workshop: Bulb Lasagna Container Gardens: **Oct. 31** - Vicki is coordinator; ordering bulbs.
7. Christmas Wreath Workshops: **Nov. 21** – Kate and Susan will co-coordinate.
8. School Garden Mentoring Committee (Proposal)– Kate and Katie will draft proposal **ASAP***
9. Plant Plugs/Seed Starting for Farmers Market and School Gardens (Proposal) – Jim and Mary will draft proposal and be ready to start by **January 2021 ***
10. Garden Workshops for 2021 (Proposal) – Lisa and Dee Anne will draft proposal **ASAP***
11. Bartow History Museum invited Kate to give a historical lecture about wreaths in **December.**
12. Monthly Master Gardener Meetings will resume **Sept. 1** with in-person and Zoom options.

Engage Committees:

1. Seminars/Speaker's Bureau (Lisa C./Dee Anne): **Need another co-chair for 2021.**
2. Demonstration Gardens (Phil/Paul B.): Main water line installed. Irrigation workshop TBA.
3. Publicity & Outreach (Amelia): **Need a co-chair.**
4. Office Help Desk/Library (Mary/Kerry): Mary Mulinix will be organize the library.
5. Ask a MG Events/Plant Sales (Carol/Kerry/Samijo): Samijo has been consigning plants at the

farmers market.

6. Plant Propagation Committee (Steve/Kerry/George):
7. School Garden Clubs/Youth Programs (Marcia/Dian/Carol/Lynn): Current UGA COVID protocols do not allow master gardeners to work with youth. However, we can work indirectly as school garden mentors to teachers and assist with garden maintenance outside of school hours.
8. New MG Training & Mentoring (Mary/Kate/Venia Etta): TBA
9. Finance Committee (Dee Anne): TBA
10. Nominating Committee: TBA

Additional Information: Next PDT meeting: **November 13 @ 1pm – 3pm.**

Action Items:

*Action Items	Person(s) Responsible	Completion Date
Rose Lawn Festival – Ask a MG Tent	Phil and Jim	Sept. 19-20
School Garden Mentor Committee Proposal	Kate and Katie	ASAP
Appointed Nominating Committee	Executive Board	October 6
2021 Garden Workshops Proposal	Lisa and Dee Anne	November 13
Seed Starting Committee Proposal	Jim and Mary	January 2021