

Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Aug. 26, 2014

Program Area: Bartow County Master Gardener Extension Volunteers

Members Present: Paul Pugliese, Edna Martinez, Steve Zuber, Kate Posey, Rolland Stokes, Venia Etta McJunkin, Linda Roth, Dianne Bennett, Dian Green, Carol Ferguson, Mary Willis, and Sandra Howell

Members Not in Attendance: Carolyn Creager, Debra Wolff, Karen Capito, and Jim Humphreys

R.E.P.E. Report

Review – *Briefly describe the activities and events reviewed and evaluated during the meeting.*

1. Review May 20 meeting minutes and action items.
2. YTD Budget Update. Net income is \$1,177.65 – Money is available for projects and items needed. Proposal should be submitted to Paul
3. Tuesdays are working well for seminars. Saturdays are working well for craft workshops.
4. The Library Project has been retired.

Educate – *Briefly describe the educational component of the meeting.*

- MGLOG Update – new admin. account for an office volunteer to enter hours.
- As of today, 34 of 57 MGEV's reporting hours.
- New MGEV Badges/Awards

Plan – *Describe the planning for upcoming educational programs and events.*

1. Office Update (Brielle Shinall)
2. Promote Upcoming Seminars & Plant Clinics (15 registered for Veggies and 9 for Wreaths)
3. City of Euharlee – Concept for Agriculture History Exhibit (Ron Goss)
4. Cartersville DDA Containers/Planter Demonstration in September: (Need MG Project Leader)
 - Develop a cost estimate & design template; Coordinate a workday for fall planting.
5. Shakespeare Garden at Legion Theatre make be adopted as a demonstration garden and used for educational purposes. It is already approved as a project.
6. Begin outline for 2015 Bartow Lawn & Garden Seminar Schedule. Dr. Carlton may do a bird seminar and Dr. Gillett may do a Rose Seminar. Having meeting 6-7 and seminars 7-8:30 is being considered.
7. Feb. 26, 2015: North Georgia Garden Symposium at North Metro Campus. There is a possibility this may be incorporated with our Home & Garden Show.
8. Because of the sale of the radio station, there will be no Home Garden Show at the Clarence Brown Conference Center in 2015. Seminars in the Carriage House at Rose Lawn are being considered for Mayfest the first week end in May.
9. Volunteers need to be recruited to put hours in MG Log for the computer timid and encouragement and help needs to be offered to those who are not reporting.
10. Additional help is needed in the office until Brielle can be replaced. Only Paul can sign checks.
11. A cookbook project is being considered as a fund raiser.

Engage – *Describe the tasks and/or roles members will play in upcoming educational programs*

and events. Project Coordinator Updates:

1. Demonstration Gardens at Roselawn/Pettit (Kate/Karen):
2. Office Help Desk/Library (Steve/Carolyn/Edna):
3. Publicity (Jim/Dian/Lisa):
4. Ask a MG Clinics (Karen/Kate):
5. Seminars/Speaker's Bureau (Steve/Edna/Sandra):
6. New MG Training (Venia Etta/Kate):
7. Keep Bartow Beautiful Liaison (Kate/Carolyn):

Action Items (To add rows, press "Tab" in the last table cell.)

Action Item	Person Responsible	Completion Date
Contact Rex Bishop about N.G. Garden Symposium	Paul Pugliese	Sept. 30, 2014
Lead Downtown Planter Designs	Dianne Bennett	Sept. 30, 2014
Outline 2015 seminar schedule	Steve Zuber	Dec. 5, 2014

Additional Information:

Next PDT meeting: December 9 @ 1-3pm