



UNIVERSITY OF GEORGIA

EXTENSION

Master Gardener Program

## Extension Program Development Team (PDT) Minutes

Agent: Paul Pugliese

County: Bartow

Date: Oct. 31, 2024

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

**Members Present:** Dee Anne Wyse, Vicki Jones, Steve Zuber, Renee Carleton, Venia Etta McJunkin

**Members Not in Attendance:** Shirley Andrews, Candice Sims, Mary Willis, Greg Frisbee, Tricia Spivey, Kate Posey, Rick Shireman, Gisele Butker

### Review:

1. Review: Aug. 16<sup>th</sup> PDT meeting minutes and action items.
2. Budget Update: Current MGEV program balance is \$10,251 | Investment Fund: \$34,014.
  - Greenhouse site prep has begun! Will need to transfer \$41,000 to county for match.
  - Paul will contribute \$2,000 from Extension office program funds.
  - Anticipate interest deposit on investment fund mid-November (est. \$1,000).
  - Need to move \$4,000 from general fund to greenhouse project.
3. 4-H Forestry Team (19 students) attended district contest in September. JR team placed 1<sup>st</sup> and SR team placed 2<sup>nd</sup> at the contest!
4. Native Tree Walk at Pettit Preserve: Oct. 12<sup>th</sup> (17 attendees)
5. Rose Lawn Festival: Sept. 21-22 (summary report to be completed)
6. Youth Risk Management Training in MGLOG past due: 58 completed/active.

### Education and Updates:

1. Continuing Education Requirements for 2024 (10 hours): 15 have reported 10+ hours YTD.
2. Upcoming Thoughtful Thursday Webinars (2pm): **Nov. 14** – Plant Breeding.
3. Advanced Trainings – a few in the works for 2025 TBA.
4. Green Industry Update in Canton: **Dec. 6** (\$40) – see attached flyer.
5. MGEV Annual Committee Chair Planning Guide and Volunteer Annual Intent to Renew.\*

### Plan Upcoming Programs and Events:

1. BCMG Workshops: **Nov. 16** – Wreath Making (\$50); **Jan. 11** – Paul Pugliese (\$10)
2. 2025 Master Gardener Training Classes: Fridays, Jan. 10 – March 28
  - Screen applications/schedule interviews by Nov. 15
  - Class fee \$225 due by Nov. 30
  - Bartow Hosting Classes: **Jan. 10, 17, 24, 31, March 28.**
  - Invite new trainees to attend regular members meeting in January.\*
3. Extension office will be **closed for holidays: Nov. 28-29; Dec. 24-Jan. 1; Jan. 20**
4. Arbor Day: **Feb. 21** – Coordinator: Kate Posey; Trees: Bald Cypress and Dogwood.

### Engage Project Teams:

1. Continuing Education: (Shirley/Vicki): November and December will not have a program. January meeting will be Food & Farming Myths with Paul Pugliese.
2. MGEV Finance/Fundraisers (Dee Anne): Begin working with committees to determine 2025 budget needs. New Treasurer for 2025\*
3. Workshops/Lunch & Learns (Dee Anne/Shirley): TBA\*
4. KBB Projects (Kate/Katie/Gracie): Fall demo garden workdays: Oct. 30<sup>th</sup> Hayes Park 9am; Nov. 1<sup>st</sup> Shakespeare Garden 9am. Nov. 8<sup>th</sup> Neel's Landing 9am.
5. Propagation and Seed Starting (Rick/Mary): Transition to Greenhouse Education focus 2025. Explore setting up a new propagation area inside the greenhouse with a mist system on automatic timer.\*
6. School Garden/STEM Walks (Katie/Gracie): See attached STEM Walk Calendar. Contact Gracie Jordan for schools that you want to signup to observe. Master Gardeners are welcome to shadow Extension staff at schools anytime to get experience teaching lessons.
7. Rose Lawn Demo. Garden (Steve/Paul B.): Everything looks good right now.
8. 4-H Day Camps/Forestry (Tricia/April/Don): Play in the Dirt June 9-11, 2025.
9. Mentoring New MG (Vicki/Venia Etta/Mary): Recruit potential mentors for 2025 class. Meet & Greet with mentors on January 10<sup>th</sup> and graduation on March 28<sup>th</sup>.
10. Office Support (Mary): Need a co-chair for 2025.\* Lee Anne has been helping with stocking publications in the office. Will not be requiring all new MG's to be trained in the office. Going forward, we will just recruit a few individuals to serve on the office support committee to do specific jobs such as filing seminar packets, stocking publications, organize library, etc.
11. Media Outreach (Greg): Need a co-chair for 2025.\*
12. Community Gardens/ARC (Gisele): Workdays on Wednesdays and Fridays from 6:30pm-8pm. Third Saturday of each month workdays 9am-11am.

**Additional Information:** Upcoming PDT meetings: **Jan. 30, May 1, July 31, Oct. 30 @ 9AM**

**Action Items:**

*Action Items	Person(s) Responsible	Completion Date
Fill Committee Chair vacancies for 2025	Executive Board	December 3
2025 Officer Nominations	Nominations Committee	December 3
Committee Chair Planning Guide	Committee Chairs	December 3
Finalize Workshop Schedule for 2025	Shirley Andrews	December 3
Annual Intent to Renew Forms	All members	Dec. 31
Report MGLOG volunteer hours for 2024	All members	Dec. 31
Throw away old pallets by dumpster	Propagation Committee	ASAP
Explore new propagation area for Greenhouse	Propagation Committee	Dec. 31