



UNIVERSITY OF GEORGIA

EXTENSION

Master Gardener Program

Extension Program Development Team (PDT) Agenda

Agent: Paul Pugliese

County: Bartow

Date: Aug. 16, 2024

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

Members Present: Dee Anne Wyse, Vicki Jones, Shirley Andrews, Phil Aplin, Candice Sims, Mary Willis, Venia Etta McJunkin

Members Not in Attendance: Greg Frisbee, Renee Carleton, Tricia Spivey, Steve Zuber, Kate Posey, Rick Shireman, Gisele Butker

Review:

1. Review: May 17th PDT meeting minutes and action items.
2. Budget Update: Current MGEV program balance is \$9,370 | Investment Fund: \$34,014.
 - Contracts signed for greenhouse construction to begin any day.
3. Bartow County School Gardens Tour – May 20 (4 attendees)
4. Charcuterie Boards – June 8 (11 attendees)
5. 4-H Play in the Dirt Camp – June 11-12 (15 students)
6. School Garden Teacher Training – June 26 (17 attendees)
7. Open Garden Day at Rose Lawn – June 29 (150 attendees)
8. Growing Herbs and Rain Barrels workshops (Canceled)
9. 4-H Forestry Team (19 students)

Education and Updates:

1. Upcoming Thoughtful Thursday Webinars (2pm): **Sept. 12** - Fall Turf Care; **Oct. 10** – MGLOG Tips; **Nov. 14** – Plant Breeding.
2. GMGA Conference: **Oct. 4-5** at UGA Griffin Campus
3. Advanced Trainings – offered in July/August (Firescaping and JMG)
4. Youth Risk Management Training **due Aug. 31** – required for all volunteers annually.
 - This can count as continuing education. Select “Extension Presentation” CE category
5. Green Industry Update in Canton: **Dec. 6**
6. Master Gardener Progressive Discipline Steps (see attached handout)

Plan Upcoming Programs and Events:

1. BCMG Workshops: **Oct. 12** – Square Foot Gardens (Gisele); **Nov. 16** – Wreath Making (\$50). Dee Anne will follow up to see if there is a charge for the Oct. 12th class.
2. Native Tree Walk at Pettit Preserve: **Oct. 12** at 10am-12pm with Paul Pugliese (free)
3. Rose Lawn Festival: **Sept. 21-22** – Vicki will chair event. Native plants being ordered from Davenport nursery to resell at festival. Focus on ‘Ask a Master Gardener’ outreach.
4. 2025 Master Gardener Training Classes: **Fridays, Jan. 10 – March 28**
 - Applications available Sept. 1 – Oct. 15
 - Screen applications/schedule interviews Oct. 16 – Nov. 15
 - Class fee \$225 due by Nov. 30

5. Extension office will be **closed for holidays: Sept. 2, Nov. 28-29**

Engage Project Teams:

1. Continuing Education: (Shirley/Vicki): education programs scheduled before member meetings. September – Jordan Duncan (Victory Gardens); October – Josh Fuder (Heirloom Apples). December will not have a program.
2. MGEV Finance/Fundraisers (Dee Anne): Begin working with committees to determine 2025 budget needs. Treasurer for 2025?
3. Workshops/Lunch & Learns (Dee Anne/Shirley): See upcoming programs above. Begin planning workshops for 2025. Committee Chair for 2025?
4. KBB Projects (Kate/Katie/Gracie): Fall demo garden workdays (TBA). Shakespeare garden needs a new bench.
5. Propagation and Seed Starting (Rick/Mary): Transition to Greenhouse Education focus 2025.
6. School Garden/STEM Consults (Katie/Gracie): See attached STEM Walk Calendar. Contact Gracie Jordan for schools that you want to signup to observe.
7. Rose Lawn Demo. Garden (Steve/Paul B.): No update.
8. 4-H Day Camps/Forestry (Tricia/April/Don): Forestry Team competitions September 3 (district) and September 28 (state).
9. Mentoring New MG (Vicki/Venia Etta/Mary): Recruit potential mentors for 2025 class.
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 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: **Nov. 1 @ 9AM with coffee and doughnuts (Dee Anne)!**

Action Items:

*Action Items	Person(s) Responsible	Completion Date
Promote upcoming workshops	Media Outreach committee	Ongoing
Complete Youth RMT Training in MGLOG	All volunteers	August 31
Appoint new President-Elect to fill vacancy	Vicki Jones	September 3
Fill Committee Chair vacancies	Executive Board	November 1
2025 Officer Nominations	Nominations Committee	November 1

Bartow Master Gardener Extension Volunteer Progressive Discipline Steps July 2024

1st offense: Counseling and/or written warning.

2nd offense: Counseling and/or written warning and immediate removal from all leadership responsibilities (for as long as deemed necessary).

3rd offense: Suspension for 90 days.

4th offense: Suspension for 180 days, which requires completing a new background check to reactivate membership.

5th offense: Revoking Master Gardener title and permanent dismissal.

Sample Letter:

Master Gardener,

We met with the Executive Board today to discuss your inappropriate behaviors during the - _____ event on _____ (date) in violation of the UGA Extension Volunteer Agreement. In light of this incident, it is necessary that we take disciplinary actions for the following infractions:

1. Misuse of equipment or materials.
2. Harassment or mistreatment of fellow volunteers.

Recognize that verbal abuse or criminal acts may be grounds for termination as an Extension Volunteer. Emotional mistreatment of members or verbal abuse will not be tolerated. Therefore, starting immediately, you will be suspended from all master gardener volunteer events, activities, and meetings for a period of 90 days.

If you are involved in any violations of the Volunteer Agreement in the future, the next disciplinary step will require a suspension of 180 days and completing a new background check to reactivate membership. After that, the next disciplinary step would be revoking your Master Gardener title and permanent dismissal from the program.

Attached to this email is a copy of the UGA Extension Volunteer Agreement and Adult Behavior Guidelines for your reference. If you have any questions or comments related to this incident, you may contact me directly to discuss your situation.



Bartow County Schools STEM Walk/Showcase Calendar 2024-2025

The schools working toward STEM certification with the Georgia DOE host "STEM Showcases" to showcase their hard work and innovation with STEM in the classroom. We invite educators and the community to tour these classrooms to see STEM students in action! All schools are at varying levels of the STEM implementation process. We invite you to visit all our schools. Click [here](#) to be notified of upcoming STEM Walks as they are added to the calendar.

School	Day	Date	Time	Facilitator	Sign Up Link	Portfolio
Woodland HS	Thursday	September 12, 2024	8:45-11:15 AM	Mary Beth Tumlin	Sign Up	WHS
Adairsville ES	Wednesday	September 25, 2024	8:30-11:30 AM	Regina Hicks	Sign Up	AES
Clear Creek ES	Wednesday	September 25, 2024	8:15-11:15 AM	Erica Jones	Sign Up	CCES
Pine Log ES	Thursday	September 26, 2024	8:30-11:00 AM	Judson Smith	Sign Up	PLES
Allatoona ES	Thursday	September 26, 2024	8:30-12:00 PM	Deborah Zigler	Sign Up	ALES
Adairsville MS	Friday	September 27, 2024	8:30-12:00 PM	Eric Elrod	Sign Up	AMS
Emerson ES	Thursday	October 10, 2024	8:30-11:00 AM	Heather Misztak	Coming Soon	EES
Kingston ES	Friday	October 11, 2024	8:15-11:00 AM	Mary Payne	Sign Up	KES
Cloverleaf ES	Thursday	October 17, 2024	8:30-11:30 AM	Leigh McClure	Sign Up	CLEs
Mission Road ES	Friday	October 18, 2024	8:30-11:00 AM	Kim Wynn	Coming Soon	Coming Soon
Hamilton Crossing ES	Friday	October 18, 2024	8:30-11:30 AM	Vickie Elrod	Coming Soon	Coming Soon
White ES	Wednesday	October 23, 2024	8:30-11:00 AM	Allison Mendez	Sign Up	WES
Hamilton Crossing ES	Monday	October 28, 2024	5:00-6:00 PM	Vickie Elrod	Community Walk	Coming Soon
Red Top MS	Wednesday	November 20, 2024	8:30-11:00 AM	Amber Bunce	Sign Up	RTMS
Euharlee ES	Thursday	November 21, 2024	8:30-11:00 AM	Pat Boyter	Coming Soon	EHES
Clear Creek ES	Wednesday	December 4, 2024	8:15-11:15 AM	Erica Jones	Sign Up	CCES
Pine Log ES	Friday	December 6, 2024	8:30-11:00 AM	Judson Smith	Sign Up	PLES
Woodland MS	Thursday	December 12, 2024	8:30-11:30 AM	Tia Wilkes	Sign Up	WMS
Adairsville MS	Friday	December 13, 2024	8:30-12:00 PM	Eric Elrod	Sign Up	AMS
Adairsville ES	Wednesday	January 15, 2025	8:30-11:30 AM	Regina Hicks	Sign Up	AES
Emerson ES	Thursday	January 16, 2025	8:30-11:00 AM	Heather Misztak	Coming Soon	EES
Kingston ES	Friday	January 24, 2025	8:15-11:00 AM	Mary Payne	Sign Up	KES
Cloverleaf ES	Thursday	February 6, 2025	6:00-7:00 PM	Leigh McClure	Sign Up	CLEs
Allatoona ES	Thursday	February 13, 2025	8:30-12:00 PM	Deborah Zigler	Sign Up	ALES
Mission Road ES	Thursday	February 27, 2025	6:00-8:00 PM	Kim Wynn	Coming Soon	Coming Soon
Clear Creek ES	Wednesday	March 5, 2025	8:15-11:15 AM	Erica Jones	Sign Up	CCES

Adairsville MS	Friday	March 7, 2025	8:30-12:00 PM	Eric Elrod	Coming Soon	AMS
Emerson ES	Thursday	March 13, 2025	8:30-11:00 AM	Heather Misztak	Coming Soon	EES
Cloverleaf ES	Thursday	March 13, 2025	8:30-11:30 AM	Leigh McClure	Sign Up	CLES
Hamilton Crossing ES	Tuesday	March 25, 2025	8:30-11:30 AM	Vickie Elrod	Coming Soon	Coming Soon
Kinston ES	Friday	March 28, 2025	8:15-11:00 AM	Mary Payne	Sign Up	KES
White ES	Friday	April 4, 2025	8:30-11:00 AM	Allison Mendez	Sign Up	WES
Adairsville ES	Wednesday	May 14, 2025	8:30-11:30 AM	Regina Hicks	Sign Up	AES
Adairsville MS	Wednesday	May 14, 2025	8:30-12:00 PM	Eric Elrod	Sign Up	AMS
Woodland MS	Thursday	May 15, 2025	8:30-11:30 AM	Tia Wilkes	Sign Up	WMS
Red Top MS	Friday	May 16, 2025	8:30-11:00 AM	Amber Bunce	Sign Up	RTMS



Link to View:

- **STEM Walk/Showcase Calendar**
- **Sign up to be informed of upcoming STEM Walk/Showcase dates**
- **View all the exciting STEM happenings in Bartow County**