

Extension Program Development Team Minutes

Agent: Paul Pugliese

County: Bartow

Date: May 22, 2013

Program Area: Bartow County Master Gardener Extension Volunteers

Members Present: Karen Capito, Carolyn Creager, Dian Green, Jim Humphreys, Kate Posey, Paul Pugliese, Steve Zuber, and Sandra Howell

Members Not in Attendance: JoAnne Barre, Venia Etta McJunkin, and Rolland Stokes

R.E.P.E. Report

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

- Review February minutes: All action items complete
- Project Coordinator Updates:
 - Plant clinic at Home Depot
 - Rain barrel seminar

Educate – Briefly describe the educational component of the meeting.

- New resources for Bartow MG's i.e. Cleanscapes Materials
- PDT Budget Update: Balance \$621.77 with credits and debits in and out for plant sale and projects

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

- 2013 Seminar Series & Plant Clinic schedules
(6 signed up for lawn care, 9 for composting, 11 adults for wreath making class)
- Master Gardener Field Trip to UGA – May 31st @ 7am – 6pm
- 2013 4-H Forestry Team
- 2014 MG Training Schedule TBA (Probably Summer 2014)

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

See below.

Action Item	Person Responsible	Completion Date
Instruct MG's on properly filling out log sheets at next meeting	Jim Humphreys	June 4, 2013
Create check list for supplies for future plant clinics	Karen Capito	June 20, 2013
Email reminder for field trip to state botanical gardens	Paul Pugliese	May 30, 2014

