

## **MG meeting Dec 13, 2011**

**A. Expand MG's knowledge of and interest in gardening and related activities.** (this refers to group internally not community)

To the list of 14 possible ways we educate ourselves and each other, we added these:

- Attending seminars and conferences other than CCMGs.
- Joining other organizations such as Ga Native Plant Soc.
- Google
- Reading publications and using the Ext Off library

### **Points we discussed from yellow sheet:**

MOST of our discussion of points centered on the failure of the current way we mentor interns. Recommend going to a committee of 4 or 5 who mentor the entire intern group through their first year, rather than continue the one-on-one mentor/intern arrangement. Additionally, consider having current members go through some re-mentoring. We have mentor committee in place and, per Marcia, that committee can change its description at any time.

### **How Working members can participate:**

Write for newsletter; Sat Seminars; Sat plant clinics and plant sales; ask and be creative. Agreed that working families Saturday mornings are full and that some interns are not outgoing enough to be creative with the options for participation.

Recommended – 1) plan some seminars for Tuesday evenings. evaluation sheets support desire for some evening seminars. 2) Megan Reily can chair a Sunday demo garden workday.

**Communication:** We discussed this mostly in connection with how to make sure interns know what to do next, and the mentor program can address that. Briefly said that at monthly meetings, a focus on one committee/project (that would be helpful to all) to give a presentation on what they do.

Big discussion about forms – recommitment forms need to be understood and filled out yearly. Greatly misunderstood by masses. No solution at present – make available vs spoon feed?

Next 3 points – discussion was all about **mentoring**. Overall recommendation was for

Lack of Requirement: same as next point. Part of mentoring discussion.

Should interns have required limited participation in a certain number of projects for exposure:

Yes, we all agreed; need a way that will include the working interns.

Mentors: HOURS – PRIME IMPORTANCE - getting them and reporting. Educate interns through mentor committee activities, such as quarterly meetings with interns during their first year for sole purpose of projects/ hours discussion.

Options for all members – working and retired: Repeat recommended - possibilities of once or twice a month Sun demo garden work day and some evening seminars.

~~~~~

## Notes from December 13, 2011 Brainstorming Meeting

### **B. Share voluntarily with our community in Cherokee County information about horticultural practices and techniques using the research and recommendations of the University of Georgia,**

**Education:** Seek to connect and work with other community, civic and non-profit charities and groups to exchange information to a wider range of the public. Possibilities for a broader scope of opportunities by networking with civic or garden groups.

**Newsletter:** Research ways to make the newsletter more available to the public. Have hard copy to distribute at seminars and other events. Revamp with a magazine-style format – use of more photos and graphics to extend information and add interest. Update directory with member photographs. Weekly article in Tribune should include our event schedule and perhaps a question and answer service. We discussed including more info on the group itself and our activities (like recent seminars, recent Q's to the extension office, in the garden this month (what was done in the senior center)...

Concern – not being read because it's electronic, and because the articles are not always of interest since the MGs already have access to the info in other formats.

**Seminars:** The YMCA has become available for use, check into meeting rooms and schedules. Explore time slots other than Saturday morning to attract larger groups, Saturday mornings are often taken up by sports events for parents with school age children. Some evening classes would be an option, scheduling weekday or evening seminars. Seminars should be video recorded and SEGMENTS posted to You-tube or our Facebook page for later viewing (for boosting our presence in the community). The relocation of the Demo Garden might be used as the subject of a series of seminars, offering hands-on classes with regards to relocating plants so we can get some EDUCATIONAL Value out of the Demo Garden. We also brought up the question about whether or not to move the garden to a whole new location (like Funk Heritage Center) where there's more room and more exposure to the public. This didn't go over so well ... Class times should be limited to 1½ hours.

The idea that new presenters should be *required* to take classes in how to deliver the program was met with a negative response. In Lieu of REQUIRED training...the idea that new programs should be presented to the MGs as a group or possibly a small committee to be approved before being scheduled. This would give the presenter an opportunity to practice, to get questions fielded and answered in a SAFE environment. Only those interested in getting help should attend a training meeting, and most people are just afraid of PowerPoint and how to use it.

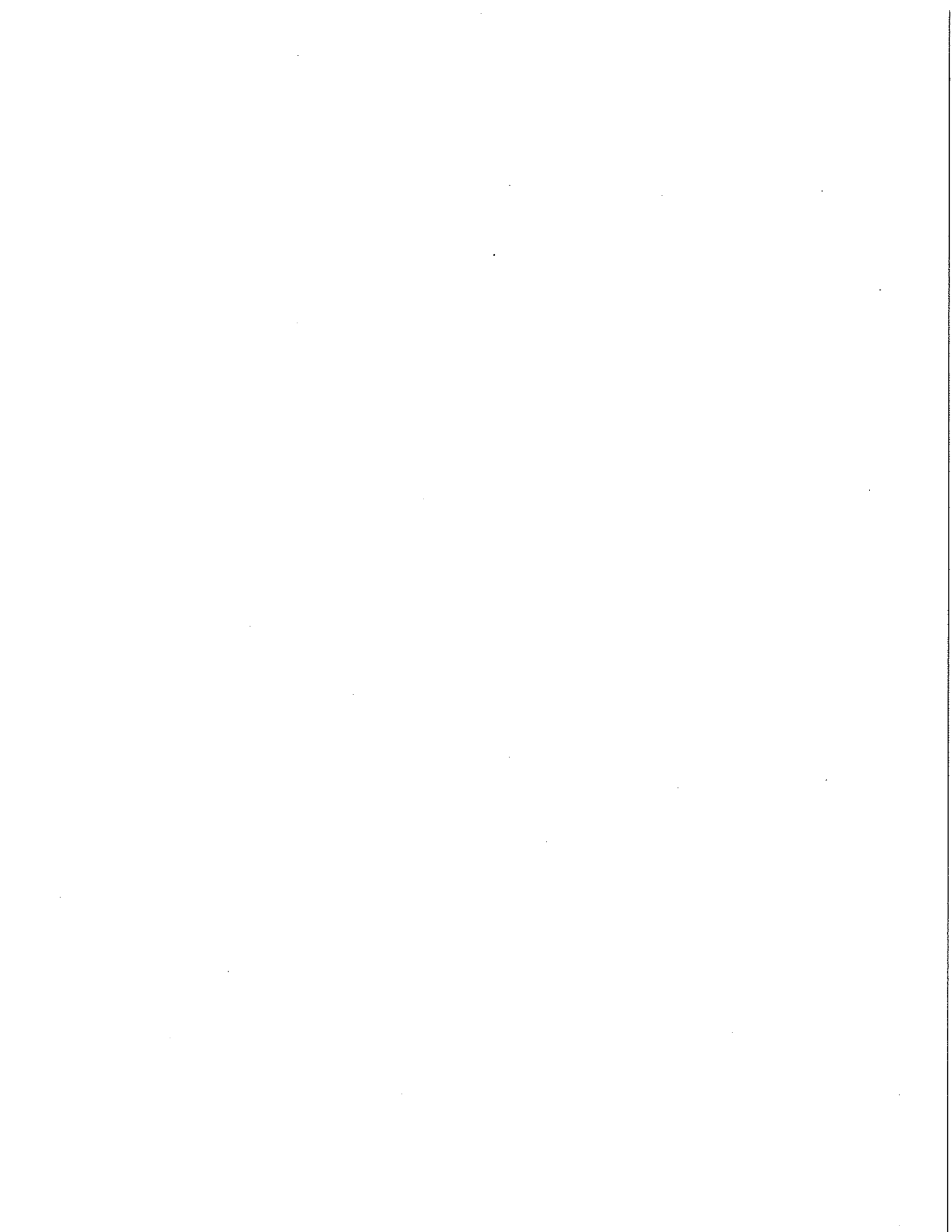
**Plant clinics:** Waiting for committee chairperson, further discussion.

**Student Master Gardeners:** Look into the programs offered in other counties for ideas to revamp present program. Under discussion; outreach program, availability of facilitators, need to form a specific committee to explore possibilities and set guidelines. The people who work with each school should meet to discuss what they're each doing and give each other ideas and pointers.

**Speakers Bureau:** further discussion needed.

County Fair Day: “ “ “

Earth Day: “ “ “



## Meeting Notes

### C. Provide opportunities for members to meet and associate with others who have similar interest...

#### Committee discussion & suggestions:

#### 1) *Newspaper* – proposed changes

Spotlight an MG [1 4+ years and 1 new] Articles should cover information on persons interest in MG, expertise areas, participation in MG etc. – nothing on personal life. A form should be developed for all MG to complete which will include information needed for the “spotlight”

Articles on committee updates and where help is needed for these committees.

Notices of upcoming events to participate in and attend.

#### 2) *Orientation/Training*

##### New members –

- a. Need ongoing orientation all year
- b. Need orientation after completion on MG membership, format, procedures, etc.
- c. Suggest having a luncheon after a few months to discuss pros and cons and suggestion for improvement

##### Old members –

- a. Recommitment form discussed at November meeting – pass out forms to be completed and collect. Email members with form attached to be completed and returned.
- b. January meeting review forms available and how to complete. Also where to send the forms.
- c. Need clarity on what hours should be counted. If education hours, determine what constitutes an “education” hour. What is the difference in giving advice over the phone or web site to someone who contacts the extension office and doing the same for a neighbor?

#### 3) *Meetings & Socials*

##### Meetings -

- a. Business portion of the meeting should be 30 minutes only unless discussion is needed for voting purposes.
- b. Social session should be included in the meetings for members to talk to each other.
- c. Question and answer period. If someone has a gardening problem, or share information on a gardening project etc.
- d. Lunch after the meeting needs to be open to all members. Announce with the notification of the meeting time where the lunch will be held. Optional for all members to join.
- e. All committees should give a report at the meeting either quarterly or semi-annually. The President should limit the committee reports to 2-3 at a meeting. Reports should only take about 2-3 minutes.
- f. An education speaker should be included in at least 4 meetings per year. Time should be limited to 30 minutes. This could be other MG members.
- g. Standard agenda should be developed and used.

Social - [never had time to discuss]

4) *Experts List* –

- a. Addressed in the newspaper ‘spotlight’ section
- b. Develop a directory from the information on the forms and make accessible to all members to use.

5) *Plant Swaps* – [never had time to discuss]

**ORGANIZATIONAL STRUCTURE – COMMITTEES**

**Note: Only committee eliminated was the History which is not a committee but a part of the Executive Committee.**

Three (3) categories established:

**Ad Hoc Committees**

**Projects**

**Committees**

Ad Hoc Committees: [Only used when needed]

Nominating Committee

By-Law Committee

Habitat Landscape Class [can also be under Seminars Committee]

Projects: [Need to complete Project Proposal Form for approval by Executive Committee]

Reinhardt College – Liaison Needed

Burges Arboretum

Heritage Garden

County Fair Booth

Junior Gardening Programs (Schools)

Seed Separation Project

Arbor Day Project

Committees:

1. Budget & Finance Committee

2. Care & Share Committee

Phone Buddies

3. Social Committee

Christmas Party

Field Trips

Other social events for membership

4. Publicity

Newspaper

5. Mentoring Committee

6. Demonstration Garden Committee

7. Speakers Bureau Committee

8. Plant Clinics Committee

9. Seminar Series Committee

Landscape Design Class

Habitat Landscape Class [if not a project]

10. Fund Raising Committee [all revenue generated items]

Plant Sales

Gardening Materials

MG Apparel & Items

Etc.

11. Executive Committee – Board Officers + Past President + Historian (6)

**NOTE:** All committee chairs should be required to submit a report at the end of the year concerning activities and accomplishments. This record needs to be kept separate with the annual financial reports for auditing purposes.

**ADDITIONAL SUGGESTION:**

Require all MG members to have a minimum of 5 hours education units per year. This can be accomplished through attending education speakers at the monthly meeting and also attending our seminars on weekends. This would help attendance at meetings and seminars. Need to add to the by-laws on this issue.