# minutes

| SCMG November BOD Meeting – Call to order | | |
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| 11.17.2015 | 3:05 PM | SC Extension Office Conference Room |

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| Meeting called by | Barbara Dawson – Coordinator |
| Type of meeting | Monthly BOD meeting |
| BOD Attending | JoAnne Beuerle, Janet Blair, Judy Carter, Terry Ganzel, John Millard, Julia Runyan, Mary Vesely, Sam Thompson, Make Maurer, Judy Carter, |
| Members Attending | Sandy Liakus, Kelly White, Carol Groppell, Gretchen Neiman, Pat Barger, Mike Stoy |

## Recurring Agenda Items

Barbara Dawson – Good week, interfacing with members daily, lists of coordination responsibilities are coming along.

Welcome Kelly White, new State Master Gardener Manager

Approval of Agenda, Julia Runyan motioned John Millard motioned, 2nd – APPROVED by BOD

Approval of October Minutes, Change intern materials line to include cost of venue – Mary Vesley Motioned, John Millard 2nd – APPROVED by BOD

Treasurers Report – Mary reviewed budget activity, Terry Ganzel Motioned, John Millard 2nd – APPROVED by BOD

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|---|---|
| Conclusions | None |

| Action Items | Person Responsible | Deadline |
|---|---|---|
| None | | |

## Old Items

Kelly White – State Coordinator for Master Gardeners – First in the job – Provides consistency across NM state Master Gardener programs - ABQ Master Gardener – She will work out of Valencia County

Barbara Dawson – Appointment of 7th Member at Large – Proposed Mike Maurer – Sam Proposed, Julia Second – APPROVED by BOD

Terry Ganzel – Reviewed O&A activities, Safety Committee (Dave Pojmann – Chair) Draft Safety policy in work, Historian – deferred to Mike Stoy, Governance, deferred to John Millard, Requested help in forming a membership committee.

John Millard – Reviewed progress of the governance committee - draft Policy document is current priority – plan to present that draft to the BOD at the December meeting, LOA being reworked.

Sandy Liakus – Reviewed results of logo polling – Barbara recommended Sandy, Terry and Extension office staff work to determine our next steps.

Gretchen Neiman– Fund Raising Committee proposal to purchase growing pots and water proof labels for the plant sales. Gretchen will coordinate with those who donate plant (Mike M., Sam, et al.) to determine correct pot size and a process to distribute the pots.

Janet Blair – Communications and Publicity – MG Intern recruitment flyer developed and being distributed to local nurseries and other locations that gardeners frequent, committee has met, seeking a method to collect SCMG info for a common advertising methodology.

Mike Stoy – Needs Committees and projects to take and provide photos for the yearbook. Circulated past 3 yearbooks among those attending. Great product – Need to get copies in the kits for outreach activities.

Sam Thompson – Education Committee effort has resulted in a "Tri County Educational Guide" that will be used by Bernalillo, Valencia and Sandoval Counties for the upcoming intern training, New curriculum will include "homework" assignments and hands on activities, Feb 23 will be "refresher" training on SCMG administration (web site, forms completion, etc.), Judith Phillips will lecture on Extreme climate, Curtis Smith will lecture on plant selection, will add Homescape Solutions.

Julia Runyan – Intern Class previously discussed, currently 22 interns have signed up.

Judy Carter – Mentor Program, Currently 10 mentors have agreed to participate.

Judy Carter – School Projects – Group is meeting and things are going well. Some projects may no longer exist, assistance needed with making that determination, Discussion on web taxonomy which matches up with our reporting form. Care should be taken if either is changed (Mike Stoy).

Mike Maurer – New Public Outreach chair.

Nancy Bresenham (Gardens), Tom Neiman (Events, Tours and Markets) and Lynda Gavin (Agent) - Absent

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| Conclusions | See action items below |

| Action Items | Person Responsible | Deadline |
|---|---|---|
| Determine correct size for plant sale pots | Gretchen Neiman | Dec BOD Mtg. |

# minutes

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| Logo Next Steps | Sandy Liakus, Terry Ganzel, Lynda Gavin | ? |
| Contact Project Chairs for advertising needs | Janet Blair | ? |

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| **New Business** | |
| None | |
| Discussion | None |
| Conclusions | None |

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| Action Items | Person Responsible | Deadline |
| None | | |

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| **SCMG November BOD Meeting – Adjourned** | | |
| 11.17.2015 | 4:15 PM | |
| | Motioned by Sam Thompson, 2nd by Janet Blair – APPROVED by BOD | |