

minutes

SCMG March BOD Meeting – Call to order 11:06				
5.17.2016	3:02 PM	Sandoval County Extension Office		
Meeting called by	Barbara Dawson – Coordinator			
Type of meeting	Monthly BOD meeting			
BOD Attending	Julia Runyan, Judy Carter, John Millard, Tom Neiman, Sam Thompson, Barbara Dawson, Mike Maurer, Janet Blair, Sandra Liakus and Agent Lynda Garvin. – Quorum Achieved			
Members Attending	Christine Tade, Rosario Fiallos, Gailen Zody.			
Recurring Agenda Items				
Barbara Dawson – Opened the meeting with introductions and a reminder that the next BOD retreat will be held June 4 th at her home from 1-4 PM. She requested an RSVP from those planning to attend, as well as asking that everyone bring a snack.				
Meeting Agenda – Julia moved, Mike 2 nd , BOD Approved <ul style="list-style-type: none"> • Consent Agenda • April Minutes Treasurers report – Mary was not in attendance. Treasurers report will be reviewed in June. BOD APPROVED				
Action Items	Person Responsible	Deadline		
None				
Old Items				
Location of SCMG Intern Class of 2017 - Moving classes to Hendron Hall in Corrales: Sam Thompson reported that there may be a conflict with the Boy Scouts. The admin personnel are still resistant; however, Sam is trying very hard to get a face-to-face interview with Father McGowan to explain to him the benefits of having SCMG classes in the Hall. She reported very negative feedback from the interns regarding the De Lavy House location. To be cont'd.				
SCMG Intern Class - Feedback from this class of interns has been very good, the prior citation notwithstanding. Homework issues still remain, however. Sam promised a full report to the board at the next meeting when all the responses (23) from the interns have been analyzed.				
Email update plan: Janet Blair will continue working on finding a volunteer to do twice-monthly email updates. The upcoming events are highlighted by the calendar, but other items of interest come up that should be added.				
Literature status: Mike Maurer reported he is still working on seed library handouts. Tom Neiman said he had some old ones. This lead to a discussion on who should be getting email updates. Sam suggested that if an item should be addressed to MGs and interns, it should be Lynda's responsibility to send the email blast; if it is an upcoming event that might interest the general gardening public, then Joanne Beuerle should use her Mail Chimp distribution list and send it out to everyone.				
Liability for home visits: Lynda Garvin told the board that this is covered under the NMSU volunteer agreement that all MGs sign. It should cover possible tort claims. Barbara said that we can't engineer the risk out of everything.				
Action Items	Person Responsible	Deadline		
2017 SCMG Intern Class Location	Sam Thompson	June 21,2016		
Email Updates	Janet Blair	June 21, 2016		
New Business				
Garden Project Liaisons - The Coordinator welcomed Rosario Fiallos and Christine Tade, who have volunteered to be the liaisons for the garden projects. Both of them asked the Board for direction as to what their duties were. Barbara said she would provide a list of the garden projects and the project managers. Tom Neiman said they should make contact with each project manager and establish communications to help coordinate activities. Lynda suggested we establish criteria for taking care of the gardens and get signage indicating our work. She said garden volunteers should not just be free help for the agencies that own the gardens. Sam Thompson suggested they get pictures of the gardens and do write ups so that other MGs would know what activities were available as volunteer opportunities.				
Corrales Village Library - Barbara formally thanked Gailen Zody, Sam Thompson and Charlene Spiegel for their work on the Corrales Village Library display.				
SCMG Status Update - Mickie Frazier-Koontz was granted inactive status from SCMG. John suggested and Mickey entertain an LOA and Barbara will contact her to discuss that option.				
Amended name spelling - Apologies from the Coordinator to Christine Mink. Barbara misspelled her name in a prior publication.				

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Tree Preservation Committee/Arboretum: Tom Neiman told the board he obtained a mini-grant and will procure 100 seedlings in the fall and 200 more in the spring. The plan is to establish a Corrales Arboretum. SCMGs will have to approach and get approval from the Corrales Village Council and find a location within the village to establish the arboretum.

Education Committee - Sam Thompson reported her committee was on vacation for May but will reconvene in June to finish up the analysis and prepare a report for the board on the new intern class curriculum. Standard Operating Procedures for the conduct of the class are being developed, including the possibility of offering two tracks: one for those who just want the gardening education and another who want the education and are willing to do the volunteering and outreach work that SCMG currently requires. Recommendations to come. Julia Runyan said she is working on completion of the class folders.

Corrales Heritage Day - Judy Carter reported that Corrales Heritage Day May 14th was a success with good weather, 51 adults, 34 kids and four volunteers from the intern class attending.

Seed Library - Mike Maurer said he is not sure who will take over the seed library. There was also some discussion on why the seeds were packaged just ten to the envelope.

First Detector Class - Agent Lynda Garvin gave her report on the plans for the First Detector Class, to be held on June 7 at a cost of \$20 at the Albuquerque Garden Center. June 8 will be a Pest Identification class at no charge held at Hubbell House, 6029 Isleta SW.

Eat Well Sandoval - Lynda talked about a new pilot program called Eat Well Sandoval, June 1 to 29, which features training for volunteers who will teach about nutrition and food preparation, etc. This project was approved for education and volunteer hours at the last BOD meetings, but was not reported in the minutes.

Tables from training classes - Julia Runyan reported that there are still two tables missing from the De Lavy House inventory. She will keep looking.

Plant Sale - Julia also reported on the fund raising efforts at the Plant Sale. She told board members they had raised at least \$1500 and the event was wildly successful. She offered thanks to all who participated. Sam Thompson also reported that the owner of Perennial Favorites is interested in having MGs raise veggie plants for her next year, which could also be an excellent source of revenue for our organization.

Job Descriptions - John Millard told the board he will have a job descriptions ready for approval at the next board meeting.

Events, Tours and Markets - Tom Neiman reported on events, tours and markets and gave the floor to Sandy Liakus who was the lead on the inaugural Placitas Garden Tour held May 14th. Sandy said they had sold more than 300 tickets, which was very good for a first event. They were able to cover the costs of their brochure with advertisements. She also said that one of their two co-sponsors, the Plein Air Painters sold \$2440 worth of paintings and that SCMG will get 10 percent of that total. The other sponsor was the Placitas Community Library. Sandy thanked Janet Blair for publicity on the event, which ran in the Albuquerque Journal and was on KOAT's Best Bets for the weekend. Tom Neiman said we should concentrate more on the PGT and maybe less on the Corrales Garden Tour next year because of the fund-raising opportunities. Tom went on with his report on the Corrales Garden Tour which is set for June 5th. Garden volunteer spots are filled. He also told the board that the Corrales Growers' Market is 90 percent filled. He told the board that the Bernalillo Arbor day went well, but he is awaiting more feedback from organizers.

Website Security - Janet Blair reported that Webmaster Scott Lake is advising the board to get a better password for a security document that is currently on the website. Sam Thompson made a motion, seconded by Julia Runyan, that the document be removed from the website and made available ONLY to the webmaster, the coordinator and the extension agent. Passed unanimously. Barbara Dawson told the board that Jean Hartigan will do the SCMG yearbook and has volunteered to act as historian. The board agreed that this activity should be part of the Publicity and Communications Committee. As historian, Jean will pull newspaper clips if available, and will also save all news releases and distribution lists so SCMG can establish that its events and opportunities are available to all, as required by NMSU Civil Rights requirements.

Meeting Minutes - Thanks to Janet Blair for taking minutes of this BOD meeting. I'm still looking for someone to step up at the June BOD meeting in the same role.

Action Items	Person Responsible	Deadline
Garden Project Liaison	Barbara Dawson	June 21, 2016
Seed Library Chair	Mike Maurer	June 21, 2016
Email of schedule updates	Janet Blair	May 17, 2016

SCMG November BOD Meeting – Adjourned

5.17.2016	4:43 PM	
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