WELCOME

Sandoval County Master Gardeners
GARDEN2TABLE 2020 Training
February 26, 2020

- **Information Folders**
- **Review/Correct Volunteer Roster**
- **Initial & Date Roster**

Note: Will provide copies of final roster on Friday.

TRAINING OBJECTIVES/AGENDA

Wednesday, February 26, 2020, 9 AM to 12 Noon

- Senior/Community Centers
- Garden2Table 2020 Schedule
- Volunteer Sign-Ups
- Responsibilities/Tasks
- Monthly Recipes
- Sources for Ingredients
- Supplies
- Reimbursement of Expenses
- Reporting
- Demonstration Process/Instructions
- Senior Nutrition

Friday, February 28, 2020, 9 AM to 12 Noon

- Practice Recipe Demonstrations & Evaluations

Note: Training hours can be used to meet your annual education hours.

GARDEN2TABLE 2020 OBJECTIVES

- Encouraging the use of local produce that is readily available at growers markets, grown in a center's or one's garden, or often donated to these centers through food banks to prepare simple, inexpensive, nutritional salads, side dishes, soups, appetizers, or main courses.
- Providing SCMG members a volunteer opportunity that is meaningful, inspiring, and creative.

INTRODUCTIONS

- Name
- SCMG Graduation Year
- Reason for Interest in Garden2Table
- One noteworthy personal experience working with seniors, garden-to-table meal preparation, or cooking education/experience

SENIOR/COMMUNITY CENTERS

- Bernalillo Senior Center
- Corrales Senior Center
- Cuba Senior/Community Center
- Jemez Senior/Community Center
- Pena Blanca Community Center

GARDEN2TABLE 2020 SCHEDULE

- Once a month at each center for 8 months (March through October). See folder for schedule.

Bernalillo Senior Center (last Friday of every month):

Friday, March 27: 10:00 – 11:30
Friday, April 24: 10:00 – 11:30
Friday, May 29: 10:00 – 11:30
Friday, June 26: 10:00 – 11:30
Friday, July 31: 10:00 – 11:30
Friday, August 28: 10:00 – 11:30
Friday, September 25: 10:00 – 11:30
Friday, October 30: 10:00 – 11:30

GARDEN2TABLE 2020 SCHEDULE

Corrales Senior Center (first Thursday of every month):

Thursday, March 5: 11:00 – 12:30
Thursday, April 2: 11:00 – 12:30
Thursday, May 7: 11:00 – 12:30
Thursday, June 4: 11:00 – 12:30
Thursday, July 3: 11:00 – 12:30
Thursday, August 6: 11:00 – 12:30
Thursday, September 3: 11:00 – 12:30
Thursday, October 1: 11:00 – 12:30

Cuba Senior/Community Center (fourth Monday of every month):

Monday, March 23: 10:00 – 11:30
Monday, April 27: 10:00 – 11:30
Monday, May 11: 10:00 – 11:30
Monday, June 22: 10:00 – 11:30
Monday, July 27: 10:00 – 11:30
Monday, August 24: 10:00 – 11:30
Monday, September 28: 10:00 – 11:30
Monday, October 26: 10:00 – 11:30

GARDEN2TABLE 2020 SCHEDULE

Jemez Senior /Community Center (TBD)

Pena Blanca Community Center (second Thursday of every month):

Thursday, March 12: 10:00 – 11:30
Thursday, April 9: 10:00 – 11:30
Thursday, May 14: 10:00 – 11:30
Thursday, June 11: 10:00 – 11:30
Thursday, July 9: 10:00 – 11:30
Thursday, August 13: 10:00 – 11:30
Thursday, September 10: 10:00 – 11:30
Thursday, October 8: 10:00 – 11:30

Senior/Community Centers

- All Centers are located within Sandoval County.
- Some are only senior centers, some are a combination of a senior/community center, and one is only a community center.
- Accommodations/Amenities vary at each Center.
- Set your expectations accordingly so that you are prepared.

SENIOR/COMMUNITY CENTERS

BERNALILLO SENIOR CENTER

801 Rotary Park, Bernalillo, NM 87004
https://www.sandovalcountynm.gov/departments/community-services/senior-services/senior-centers/bernalillo-senior-center/

POC: Amber Romero, Program Assistant
505.867.9448 Ext. 1004
anromero@sandovalcountynm.gov

Notes on Accommodations/Amenities:

- Check in with front desk when you arrive and before setting up.
- Recipe demonstrations are included on the Center's monthly calendar, and there is typically an audience of about 4 to 8 people.
- Demonstrations take place in a separate room off of dining room. There is a table at the front for demonstrations and chairs for the audience.
- Kitchen staff is extremely protective of the kitchen facility, and won't let you enter without hairnet, booties, etc, so do not depend on them to provide you with any supplies, assistance, or amenities.
- Demonstrations are scheduled before lunch, so some will meander in to get a sample. We have also gone around the lunch room and provided samples and a hard copy of the recipe to those interested.

SENIOR/COMMUNITY CENTERS

CORRALES SENIOR CENTER

4324-A Corrales Road, Corrales, NM 87048

https://www.sandovalcountynm.gov/departments/community-services/senior-services/senior-centers/corrales-senior-center/

POC: Cindy DeLorenzo, Program Assistant
505.897.3818
cdelorenzo@sandovalcountynm.gov

Notes on Accommodations/Amenities:

- Check in with Cindy DeLorenzo when you arrive and before setting up.
- Demonstration takes place in a room off of dining room. You will have some interested people come in while you are preparing the recipe. Discuss the recipe, provide a sample, and a hard copy of recipe if interested.
- Demonstrations are scheduled right before and during the lunch hour. Go around the lunch room and provide samples and a short discussion of ingredients, preparation, nutritional value, and pass out hard copies of the recipe to those interested.
- Kitchen staff is extremely helpful and are willing to provide equipment and other supplies, but we suggest that you arrive equipped with everything you will need.

SENIOR/COMMUNITY CENTERS

CUBA SENIOR CENTER

16-A Cordova Street, Cuba, NM 87013

https://www.sandovalcountynm.gov/departments/community-services/senior-services/senior-centers/cuba-senior-center/

POC: Doris Gallegos, Supervisor

575.289.3510

dgallegos@sandovalcountynm.gov

Notes on Accommodations/Amenities:

- Check in with Doris Gallegos when you arrive and before setting up.
- There is no kitchen and no sink. No meals are served at this center. So you will need to be equipped for everything, from preparation, serving, and clean-up.
- Preparation takes place in the main gathering room on one or two tables. Scheduled days and times are typically when the food bank delivers or when there is another scheduled event. Set up chairs and encourage an audience for the demonstration. You will also have some interested people come by while you are preparing the recipe. Discuss the recipe, nutritional value, tips, and provide a sample, and a hard copy of recipe if interested.

SENIOR/COMMUNITY CENTERS

JEMEZ SENIOR/COMMUNITY CENTER

8154 Highway 4, Jemez Pueblo, NM 87024

https://www.sandovalcountynm.gov/departments/community-services/senior-services/senior-centers/jemez-senior-center/

POC: Stephanie Witt, Supervisor

575.834.7630

switt@sandovalcountynm.gov

Notes on Accommodations/Amenities: TBD

SENIOR/COMMUNITY CENTERS

PENA BLANCA COMMUNITY CENTER

778 Highway 22, Pena Blanca, NM 87041

https://www.sandovalcountynm.gov/departments/community-services/senior-services/pena-blanca-community-center/

POC: Lanna Lucero, Program Assistant
505.465.2652
lrlucero@sandovalcountynm.gov

Notes on Accommodations/Amenities:

- Check in with Lanna Lucero when you arrive and before setting up.
- Pena Blanca is a community center, not a senior center, though most of the community members who use the center are seniors.
- There is no kitchen, just a small sink and a microwave. No meals are served at this center. So you will need to be equipped for everything, from preparation, serving vessels/utensils, and clean-up.
- Preparation takes place in the main gathering room on one or two tables. Scheduled days and times are typically when the food bank delivers or when there is another scheduled event. Set up chairs and encourage an audience for the demonstration. You will also have some interested people come by while you are preparing the recipe.

VOLUNTEER SIGN-UPS/RESPONSIBILITIES

2020 Schedule should be up on SCMG website soon.

RESPONSIBILITIES OF LEAD AND ASSISTANT ROLES

Listed below are the responsibilities of the Lead and Assistant recipe demonstrators. These responsibilities or roles are highly recommended when the Lead volunteer is a veteran and the Assistant is an intern, new to the Garden2Table, and/or has a physical disability. If both members of the volunteer team are veteran volunteers, then tasks can be divided equally, though the Lead is still responsible for contacting their Assistant and the Center's POC, as discussed below.

LEAD RECIPE DEMONSTRATOR

- Contact your Assistant at least one week in advance of recipe demonstration to discuss recipe and tasks and arrangements for carpooling (Cuba, Pena Blanca, Jemez)
- Email POC at Senior/Community Center 2 to 3 days in advance to confirm.
- Determine the ingredients and supplies needed to complete recipe demonstration and assign tasks to Assistant.
- Check in with Senior/Community Center POC upon arrival.
- Lead recipe demonstration.
- Ensure area is clean before leaving center.
- Complete and submit reporting/reimbursement form.

ASSISTANT RECIPE DEMONSTRATOR

- Research nutrition of main ingredients of recipe and discuss at demonstration.
- Assist Lead in procuring ingredients and supplies, and prepping ingredients as assigned.
- Assist Lead in passing out samples and clean-up.

MONTHLY RESCIPES

1 or 2 recipes will be provided each month (in some months maybe both a cold and hot dish:

- Emailed to Roster Volunteers
- Included on SCMG Website
- Published in SCMG Newsletter

Recipes will be selected based on:

- Ease of Preparation
- Time Constraints
- Few Ingredients
- Readily Available / Seasonal Produce
- Inexpensive Ingredients (typical pantry items)
- Nutritional Value

MONTHLY RESCIPES

Recipes will include:

- Number of Servings
- Preparation Time
- Ingredients/Instructions
- Tips on Selecting/Storing Produce
- Nutrition (via research by team)

Note: Using the recommended recipes is not required. If either the Lead or Assistant comes across produce and has an idea for using it in a recipe based on the discussed recipe selection criteria, GO FOR IT.

SOURCES FOR PRODUCE

- Grower's Markets
- Grocery Stores (both Sprouts and Walmart carry a large variety of fresh produce)
- Seed-to-Need is willing to:
  - Donate produce to centers for recipe demos and preparation/consumption by members
  - Grow produce based on seasonal recipes (next year)

Note: We will continue to work with Penny to see how we can work with Seed-to-Need this year and following years.

SUPPLIES

Supply Bag Includes:

- Measuring cups/spoons
- 1 large & 2 small mixing bowls
- Small whisk
- Serving Spoon
- Cutting Board
- Olive/Vegetable Oils
- White Wine/Balsamic Vinegars
- Salt/Pepper
- Apron
- Serving Bowls/Plates & Utensils
- Napkins/Gloves/Antiseptic Wipes

Supply Closet in SCMG Office Includes:

- Electric Skillets
- Extension Chord
- Other Supplies

BUDGET & REPORTING / REIMBURSEMENT FORM

- Annual Budget of $630
- Reporting/Reimbursement Form

Names of Volunteer(s): _____

Date of Recipe Demonstration: _____

Senior/Community Center: _____

Recipe Demonstrated: _____

Estimated Number of Participants Served: _____

No. of Hours Spent (shopping, prep, driving, and demonstration, etc) _____

Comments/Observations: _____
_____
_____
_____
_____
_____

REIMBURSEMENT

- ☐ Check if you are submitting receipt(s) for reimbursement.
- ☐ Total amount: $_____
- ☐ Major ingredients / supplies for reimbursement:_____
- ☐ Please scan and email this form and all receipts to Lynda Garvin @ lgarvin@nmsu.edu or copy and mail to Lynda Garvin, Sandoval County Cooperative Extension Service, P.O. Box 400, Bernalillo, NM 87004.

RECIPE DEMONSTRATION GUIDELINES

- Follow Guidelines regarding Lead vs. Assistant Roles as discussed
- Wear apron and SCMG name badge
- Check-In with POC
- Prep all produce at home that need to be washed, grilled, and are too messy to cut/chop at demo site, such as watermelon
- Prepare onsite as many ingredients as possible, and demonstrate assembly
- Provide samples in appropriate vessels
- Wear gloves when prepping, assembling, and serving samples
- Discuss recipe, tips on selecting and storing produce, and nutritional value of main ingredient(s)
- Pass out hard copies of recipe
- Clean-up work station and clean/sterilize all equipment at home and store appropriately
- Check-Out with POC

PRACTICE RECIPE DEMONSTRATIONS (Friday, February 28, 2020)

- Pair Up in Teams (Lead/Assistant) & Discuss Roles
- Select Recipe
- Purchase Produce (submit receipts using Reimbursement Form)
- Use Supply Bag/Closet for equipment, ingredients, and other supplies
- Research nutritional value of main ingredient(s)
- Demonstrate recipe using discussed guidelines
- Evaluation/Feedback

RECIPE DEMONSTRATION TIPS

QUESTIONS?

Also feel free to contact:

Lynda Garvin at lgarvin@nmsu.edu

or

Cassandra D'Antonio at cassandantonio@aol.com or 505.274.0680