

Meeting: SEMG Advisory Council

Date: March 18, 2021

Time: 10:00 am

Location: Via Zoom

Amended Notes

Expected Outcomes:

1. Gather and begin
2. Protocol for Zoom meeting
3. Update from State Advisory Council
4. Finance Committee
5. Standing Committees updates, issues, action requested
6. Membership engagement updates
7. Feedback from guests

	Topic	Topic Leader	Time	Process	Preparation/Completion Date
1	Gather and begin	Barbara Boyd	2 min	<ul style="list-style-type: none">• Welcome Non-Council Members• Introduce everyone	Council Members Present: Gilbert, Sandy, Barb, Sam, Beth, Scott, John T, Kate, Linda, Mo
2	Protocol for Zoom meeting	Barbara Boyd	2 min	<ul style="list-style-type: none">• Raise hand to be recognized• Mute your computer when noise in background• Non-Council members will be automatically muted upon entering – questions and comments put into chat	
3	Update from State Advisory Council	Sandy Liakus	10 min	<ul style="list-style-type: none">• Update from NMSU EMG Advisory Council meeting on February 25	Timing for renewing public contact discussed. <u>Steve requested volunteer hour reporting be put into major categories. NMSU is working on an online MG reporting system and will be requesting the counties to report their hours in major categories TBD."</u> Amanda Skidmore will take over IPM specialist role till specialist is hired.
4	Finance Committee	Beth Murphy	10 min	<ul style="list-style-type: none">• Share budget, budget to actual, and funds in bank	Beth presented monthly budget. Money needs to be spent by June 30 th . Monthly financial report is online.

	Topic	Topic Leader	Time	Process	Preparation/Completion Date
5a	Standing Committees updates and issues - Education	John Thompson and Suzanne Bollenbach	15 min	<ul style="list-style-type: none"> Information: Update on Intern training and testing Information: Update on mentor/intern meetings Information: Advanced classes 	<p>Intern attendance at all meetings has been very excellent. We will continue with many of the online video classes & Q & A.</p> <p>Testing has been going well.</p> <p>John would like to add a video on projects and committees for volunteer opportunities. John will let Barb know when to schedule.</p>
5b	Standing Committees updates and issues – Outreach	Gilbert Galvan and Sam Thompson	10 min	<ul style="list-style-type: none"> Information: Update on reporting to County and NMSU (see proposed Survey Monkey attached) Information: Update on Public classes and number of Zoom meetings 	<p>New projects and budgets should be in by May and reported to Council in June. Presentations have been widely attended online. The Outreach Committee is aiming for 2 public classes/month and is aiming to orient public classes to supplement intern classes.</p> <p>Gilbert proposed that Gardening with the Masters Online be approved as a Project. 2nd Beth. Proposal approved unanimously.</p> <p>Reporting formats in Survey Monkey discussed.</p>
5c	Standing Committees updates and issues - Membership	Mo Casey	10 min	<ul style="list-style-type: none"> Decision Requested: Decide on memorial for Ed Barts Decision Requested: Decide on updated protocols presented by Mo for handling those members who are in an Incomplete status and want to become active again 	<p>Gilbert proposed that deceased members will have a brick around a tree at the Sandoval Health Commons demo food garden. Gilbert will bring a detailed proposal with costs on the memorial for Council to consider. A memorial bench will be placed at the Corrales library.</p> <p>Updated protocols for handling membership status discussed. Sam and Gilbert will confer separately with Mo for final draft. Mo will send to entire Council for review before next meeting.</p>

5d	Standing Committees updates and issues - Communication	Kate Shaddock and Scott Lake	10 min	<ul style="list-style-type: none"> Present updates and issues that need to be brought to the attention of the Advisory Council for information, understanding or decisions. Update: Google Drive and Zoom usage SEMG Zoom calendar on member part of website (http://sandovalmastergardeners.org/zoom-meeting-calendar/) 	We need technical help for future meetings and classes. Tech support is needed for many activities and could be a separate project.
6	Cross Committee Items	Outreach & Education	10 min	<ul style="list-style-type: none"> Public education crosses Outreach and Education Decision Requested: Create a project (see project form attached) that straddles Education and Outreach Consider: Similar treatment for various technical areas to enable opportunity for involvement and not buried within committees 	Scott, Barb, Paget, Gilbert & Sam will discuss ways to provide tech support across committees and projects.
7a	Member engagement updates	Gilbert Galvan, Sandy Liakus	10 min	<ul style="list-style-type: none"> Update: Virtual Plant Clinic 	<u>The Virtual Plant Clinic has received Outreach Committee approval to advance to Board approval pending identification of co-chairs and utilization of the Tech project team. A public plant clinic is proposed for the spring quarter. Sandy reported that a prospective plant clinic is planned for spring in time for spring planting.</u>
7b		Sam Thompson, Kate Shaddock	10 min	<ul style="list-style-type: none"> Update: Virtual Plant Sale 	Michelle reported that plants not selling yet due to fear of cold
8	Miscellaneous item		5 min	<ul style="list-style-type: none"> Offer of a ¼ acre plot to garden, interest? 	Barb and Linda will look at property and report back to Council and Outreach
9	Feedback from guests			<ul style="list-style-type: none"> Non-Council members to provide feedback and suggestions to the Council 	Michelle Wittie, Teresa H, Barbara B, Julie Rohr, Penny Lindgren, Sharon Schultz, Paget Rose