

Meeting: SEMG Advisory Council

Date: December 14, 2021

Time: 1:00 pm

Location: Via Zoom

Expected Outcomes:

1. Gather and begin
2. Protocol for Zoom meeting and Update from Chair
3. Update from State Advisory Council
4. Finance Committee
5. Standing Committees updates, issues, action requested
6. 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 	Barb B, Sandy L, Kate S, Scott L, Meg H, Penny L, Beth M, Michelle W, John T
2a	Protocol for Zoom meeting	Barbara Boyd	2 min	<ul style="list-style-type: none"> ● Raise hand to be recognized ● Non-Council members will be automatically muted upon entering – questions and comments put into chat 	Ginger Golden, Julie Rohr, Remy Gutierrez, Sharon Shultz, Edie Francis
2 b	Update from Chair	Barbara Boyd	5 minutes	<ul style="list-style-type: none"> ● Started a listening tour <ul style="list-style-type: none"> ○ Learned we are stretching volunteers too thin ○ Need to have at least two people on all projects and tasks being performed by organization ○ Information from Intern classes of 2018 and 2019 	<ul style="list-style-type: none"> ● listening tour: sense of ‘losing community’ & asking too much of some MGs. ● Looking through 2018 and 2019 MGs for skills in tech, teaching, social media (2020 and 2021 info to come). Found a 56% retention rate for these classes for these interests. ● Conversation about how SEMG can double up / increase participation / decrease burn out / build community in Covid. How to intro veteran MGs and new MGs? Consider asking those who left to find out reasons. During interviews + intern year emphasize that volunteering is about helping the county. Add community field trips in (for veterans and interns). Personal invitations to join projects. Personal stories. Utilize mentors to help steer interns to projects. ● List of people / skills to be shared with outreach, Linda Walsh, tech, social media, (and 2020 and 2021 updates).

3	Update from State Advisory Council	Sandy Liakus	10 min	<ul style="list-style-type: none"> ● Update from NMSU EMG Advisory Council ● State Extension Manager job posted October 28 ● Update on interviews for Sandoval County Extension Agent - Barbara 	<ul style="list-style-type: none"> ● 11/28 - State Extension Manager job listing taken down, lots of applicants. A long process to fill - search led by Richard Heerema. ● NMSU intern training presentations will be done by mid-December. Cont Ed for veterans - NMSU Education committee planning on 10 live zoom recorded classes once/month at state level. ● Sandoval County Extension Agent: offer has been made, negotiations are in process.
4	Finance Committee	Beth Murphy	15 min	<ul style="list-style-type: none"> ● Treasurer Report for November ● Update on dues payments 	<ul style="list-style-type: none"> ● month's activity: \$2927 revenue (majority incoming interns). \$3235 expenses; \$23,050 cash balance. General fund: \$18,779 ● 92 MGs who have paid dues ● Placitas Garden Tours - donated \$1500 to SEMG (with thank you to MGs) - not yet deposited
5a	Standing Committees updates and issues - Education	John Thompson	15 min	<ul style="list-style-type: none"> ● Update on mentor recruiting ● Update on Intern applications ● Information sharing from Committee meeting earlier this month ● Update on apron distribution - Kate ● Decision Requested: Think Trees conference is Feb 10 and 11. Do we want to sponsor a MG attending? \$160 per person, flyer attached 	<ul style="list-style-type: none"> ● 31 interns (applications are closed) + 16 mentors ● schedule is published / add to website ● 1/6 - zoom mentor orientation 1p ● 1/10 - zoom intern orientation 1p - 3p (with break out rooms for mentor teams) ● aprons: 10 more left, Kate will attempt to distribute - any leftovers \$19 apiece ● new logo - per Sandy L - will come w new State Master Garden Extension Agent ● Think Trees Conference: Is this need-based or application-based? (likely already 4-5 MGs already attending, self-funded.) Find out if based on need or application.
5b	Standing Committees updates and issues – Outreach	Penny Lindgren Sandy Liakus	10 min	<ul style="list-style-type: none"> ● Information sharing from Committee meeting earlier this month <ul style="list-style-type: none"> ○ Trifold ○ Business cards ○ Tools for email helpline ● Update: Corrales Growers Market <ul style="list-style-type: none"> ○ Scott Lake willing to step in with help 	<ul style="list-style-type: none"> ● Gardening w Masters ● Sam Thompson chairs GMW Online, 4th Friday 10a begins January 28 w Michelle W and indoor plants. Format: short presentation (20-30 min) followed by virtual plant clinic. Rehearsal 2 Fridays prior. Registration process will include option to submit questions for clinic. List offerings on calendars, Jan newsletter ● Sharon Walsh chairs in-person offerings.

				<ul style="list-style-type: none"> ○ Share how proceeding to get help ● Update: On Health Commons Garden funding ○ Need for sign acknowledging contribution from County ○ Permission to spend up to \$500 on sign from current budget ● Update: Gardening with the Masters online and Virtual Plant Clinic ● Update: Project mapping for all demonstration gardens and put on our website - Scott ● Update: Will schedule visits for Working with Dirt projects in the spring - Barb ● Update on Survey to members about garden performance this year - Barb 	<ul style="list-style-type: none"> ● Corrales Growers Market - Scott Lake + 2 confirmed people and maybe one more. Agreed Sundays need MG coverage, Wednesdays less vital. ● Health Commons Garden Funding: outreach committee recommends \$200-250 for sign / Advisory Council approves - sign to thank county commissioner for garden ● Mapping for demo gardens - to help volunteers reach gardens. Scott will make sure each project has a clear address for outward facing SEMG webpage. Consider adding publicity piece to projects page (possibly via YouTube tour). ● Barb will schedule visits for working w dirt projects in January, maybe w Julie Rohr's help. Possibly film these for website ● Survey - Barb, Stephanie, Paget worked on survey questions - hopefully will come out in January. ● Sam T - insectary seeds from canceled Harvest Festival will go to Corrales Library Project and leftovers to other demo project gardens ● Trifold for new gardeners moving to Sandoval County, distributed thru real estate and growers markets - work in progress.
5c	Standing Committees updates and issues - Membership	Mo Casey	15 min	<ul style="list-style-type: none"> ● Mo out of town for this meeting – will pick up again in January ● Update on audit of member agreement forms with Elizabeth (ON HOLD) ● How many are in the three categories and plan to communicate to member – <ul style="list-style-type: none"> ○ paid and not completed hours (place on LOA for 2021), ○ completed hours but not paid (place on Inactive status until paid) ○ not paid and not completed hours (place on Inactive status) 	<ul style="list-style-type: none"> ● Why doesn't membership committee have more members?

5 d	Standing Committees updates and issues - Communication	Kate Shaddock and Scott Lake	10 min	<ul style="list-style-type: none"> Update on purchase of SSL certification for website 	Advisory Council approved purchase of SSL certificate.
6	Feedback from guests			<ul style="list-style-type: none"> Non-Council members to provide feedback and suggestions to the Council 	<ol style="list-style-type: none"> nice to see AC in action and focused on attrition, is there a way to have an outdoor social event? (combo w tours - enticement of education hours) informative - lots to do! why don't other MGs attend these meetings? (invitation goes to 182 people: interns, life members, and 92 paid members.) question about zoom calendar and Think Trees. Add zoom calendar access info in newsletter. Think Trees website shared in December newsletter like hearing all that is going on. Believes retirees should only do the things they can do and find enjoyable. MGs could partner w other local groups (Daylilies / Rose Society / Botanical Gardens).

Include Zoom link, agenda, November treasurer report, ThinkTrees conference flyer