

Meeting: SEMG Advisory Council NOTES

Date: August 8, 2023

Time: 1:00 pm

Location: Via Zoom

*Sandoval Extension Master Gardeners educate and serve our communities in sustainable high desert gardening.
Sandoval Extension Master Gardeners envision more sustainable gardens throughout Sandoval County.*

Expected Outcomes:

1. Gather and begin
2. Update from Chair and Extension Agent
3. Standing Committees updates, issues, action requested
4. Finance Committee
5. Update from State Advisory Council
6. Feedback from guests

	Topic	Topic Leader	Process	Preparation/Completion Date
1 a	Gather and begin	Meg Hunn	<ul style="list-style-type: none">• Welcome and Introductions	AC members: Meg Hunn, Beth Murphy, Tracy Bogard, Kate Shaddock, Michelle Wittie, John Thompson, Sandy Liakus, Mo Casey, Julie Rohrs Visitors: Delores Valtierra, Mary Vesely, Eydie Francis, Brandt Magic
1 b	Protocol for Zoom meeting	Meg Hunn	<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	
2 a	Update from Chair	Meg Hunn	+lunch for outgoing webmaster, Scott Lake: 12:30, 8/17 at Bernalillo's Range Cafe +SEMG leadership	- Thank you to Sandy L for making arrangements for Scott Lake luncheon - please rsvp asap. 11 total as of meeting time -Meg asks AC for suggestions for 2024 candidates for Chair, Vice Chair, Treasurer

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				positions. Discussion about 2-year terms rather than one year. AC will suggest people to ask. -Elizabeth Hackett at Extension Office is no longer doing anything MG related. We will need to make programs for graduation, LM bios, and make arrangements for MG name badges. Julie R will ask at State EMG Advisory Council on 8/14 if Lynda G is doing this for the whole state.
2 b	Update from Extension Agent	Rachel Zweig	+ Updates from Extension Agent	- unable to attend
3	Standing Committee updates:			
3 a	Education	John Thompson Michelle Wittie	+ 2023 Intern Graduation/Certification: plans for fall event; Life Member recognitions (bios will need to be written BY our LM awardees) + SEMG will need a volunteer to create the actual program too +Intern Application process and timeline for 2024 +Videos of SEMG Projects for 2024 intern class and website	-AC agreed to hold the 2023 Graduation/Certification will be held at St Francis Episcopal on 11/18 at 1p. Early voting pushed the date back. Potluck, with catered main dish provided. We will celebrate interns and Life Members. Ed Comm will ask Lisa Miller to set up sign up sheet for attending + volunteers needed + dishes (?) . - Meg will email interns and mentors to ask if interns have been able to complete their 20 hours of volunteer service. Please ask mentors for help if add'l hours are needed. Email Mo C with the

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				<p>preferred name for the name badge. Remind to count all hours, but we just need a yes/no for the 20 hours asap. Invite interns to help mentor next year's class.</p> <p>-2024 intern application drafted and John T will send to Tracy B for website. Ed Comm will ask Stephanie R to activate the Survey Monkey application; Beth M will set up the PayPal info; Tracy B will add to website, home page. Number of applicants will depend upon the number of mentors. Ed Comm will ask Lisa M to set up a sign up sheet for 2024 mentors. Penny L and Linda W will review and interview applications as they are received.</p> <p>-project videos will be featured on individual project pages (w help of Tracy B). Ed Comm will ask project leaders to make less than 5 min video in project w team members. Tracy also wants a 'feature photo' from each project for website. Videographer Chris S available for project chairs who need assistance. John, Tracy, Meg will meet to determine what needs to be in video. Purpose: share what project does and encourage new volunteers.</p> <p>-next Advanced Class: 11/4 at Bern Library about Curandura Gardens. The Curandera Garden is planted at the Bernalillo Museum! A good place for field trips / excursions.</p> <p>-next Gardening with the Masters at Loma Colorado Library on 8/28 - preserving the harvest. Mushroom class was above capacity.</p>

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3 b	Outreach	Sandy Liakus Penny Lindgren	+Info to recruit new SEMGs for 2024 (and in outlying areas) + other information	<p>-new rack cards to extend SEMG reach further in county and recruit MGs have been printed - they look great, and are ready to be distributed at info tables, markets, etc - esp in Bernalillo, Rio Rancho, and other small Sandoval County towns.</p> <p>-Helpline is ongoing. Final intern group to cover it next week. Rachel will be on vacation in September - she has asked for two people to cover each week in her absence as phone calls will also be forwarded to the email.</p> <p>-Sunday is Funday 8/20 12n-4p. Eydie and Michelle will cover; asking for at least one other volunteer. Eydie will send Meg text for email volunteer ask.</p> <p>-Sandoval County Fair: SEMG table outside with other vendors - much greater success / lots of questions and interest. Fairgoers really appreciated free seeds and the garden info (new 4-fold + xeric landscaping). Some conversations about how SEMG can partner in Cuba and other more rural areas.</p> <p>-Outreach Comm will work on a list for outreach events - what to take, sign up sheets, brochures, tables, cloths, etc.</p> <p>-Nancy Rutland is working on plans to help retain members with fun events, possibly re-instituting garden parties, etc.</p>

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3c	Member-ship	Mo Casey	? how/when to collect hours from 2023 interns to award SEMG Active MG status + names for badges	-email from Meg / re: intern hours referenced above. -by mid-October we need to collect the specific hours and begin collecting 2024 dues of \$25 from all MGs except Life Members and 2023 interns.
3d	Communication	Kate Shaddock Tracy Bogard	+ Communication news/updates	-Tracy B recommended upgrading our free sign up program by paying an annual fee of ~\$90. AC gave her the go ahead for this. Tracy will work with Beth to have this paid. Tracy will then install it. Benefit of staying w current service is to keep stored data / no need to transfer to another service. - Tracy B asked that all who want events on the event calendar email Adrienne Smith (who updates the calendar) AND Joan Ellis (who can post it on FaceBook). She also asked for newsletter articles AND PICTURES to be cc'ed to her as well as Kate for ease of posting in the web blog. -Tracy would like to make the website even more useful / spread out work with additional content masters. She will send Meg text to ask membership for add'l volunteers.
4	Finance Committee	Beth Murphy	<ul style="list-style-type: none"> Treasurer Report for last month using FY 2023-2024 budget to actual 	-Financials for 7/1/22-6/30/23 are finalized. Some differences from July report due to reimbursements paid in July for June expenses. -July revenue: \$350; expenses \$333
5	Update from State	Julie Rohr	<ul style="list-style-type: none"> Update from NMSU EMG Advisory Council 	-next State EMG meeting 8/14 - Julie will ask about name badges

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	Advisory Council			-Julie will forward email to Meg about statewide survey results - for impact statements.
6	Feedback from guests		<ul style="list-style-type: none"> Non-Council members to provide feedback and suggestions to the Council 	-gratitude. Advised AC to consider 2-year leadership terms -AC moved to executive session after guests departed to discuss policies.