

**Minutes from the  
Master Gardener State Coordinating Committee**

January 30<sup>th</sup>, 2006

Meeting place: Greene County Extension Office

Members present: Barb Mills, Pam Bennett, Schroeder Dodds, Steve Hudkins, Jim Chatfield, Robin Stephenson, Jenny Pope, Mary Maloney, Charlotte Robe, Tim Malinich, Mary Ellen Beardmore, Joe Boggs, Dave Shetlar and Dave Dyke.

**I. PRESENTATION FROM GREENE COUNTY**

Pam called the meeting to order at 11:05. Thais Reiff – Greene County Master Gardener gave a 30 minute presentation on the Greene County Master Gardener program.

**II. STATE COORDINATOR POSITION UPDATE**

Jim Chatfield shared that there were people in Extension that were concerned about filling the State Coordinators job and that this might be the time to revisit the request for this position to be funded by Extension or other means. The CSREES review committee made the recommendation that the University support the Master Gardener volunteer program by having someone in this leadership position.

Jim suggested that a small group draft a letter over lunch. This letter would be sent to Keith Smith, Steve Baertsche, and Mark Bennett to request funds to support a MG coordinator position at least part time while the committee continues to search for additional funds to make it a full time position. Discussion followed.

A draft of the letter was presented after lunch and changes were made. Jim Chatfield will finalize the letter and send it forward. He will also schedule a meeting with representatives from the coordinating committee and administration to discuss this issue.

**III. CONSUMER HORTICULTURE UPDATE**

Steve gave an update on where the Consumer Horticulture program efforts stood. Steve is piloting an online MG program this season.

#### **IV. ROSTER UPDATE**

Pam reported that Tim Malinich is taking Maurus Brown's position on this committee.

#### **V. FINANCE UPDATE**

Finance up date was given by Steve Hudkins. We have around \$3,000.00 in the account. The only expenses were the lunches we had for the meetings and approximately \$200.00 for the State Awards program. Mary Maloney reported that the Endowment Fund has around \$13, 300. It has not been campaigned so not much has changed.

Pam shared that one of the counties in Pennsylvania had requested Master Gardener Manuals from Ohio. Pam placed the order and will deposit approximately \$400.00 in the State Coordinating Committee Account when the bill is paid. In addition, MG's sold Allan Armitage books at the OSU Nursery Short course and Pam and Dr. Hannah Mathers agreed that the State Coordinating Committee would keep the profits. This may amount to around \$1200.00

#### **VI. RISK MANAGEMENT**

Pam shared the latest information on Food Safety and how to interpret the policy and how to train volunteers.

She distributed the Volunteer Factsheet as well as the FAQ Factsheet. Discussion followed.

#### **VII. DATA COLLECTION UPDATE**

Pam distributed a draft copy of the figures in for all of the counties reported thus far. The following people agreed to call all those who haven't reported and secure the information:

- South region- Schroeder Dodd
- North Central Region- Troy cooper
- West Region- Barb Mills

#### **VIII. DEVELOPING A RESOURCE LIBRARY**

Dave shelter, Joe Boggs and Jim Chatfield will work together on this project to build an on line image repository that the Master Gardeners and others can use.

#### **IX. STATE CONFERENCE – TAMMI ROGERS**

In Tammi's absence Robin Stephenson from Adams County gave the report that the State Conference would be held in Ross County. The exact date has not yet

been decided. The location is also being decided. The date will be in either September or October depending upon the availability of a facility.

#### **X. AWARDS PROGRAM**

Pam will pull together a committee to discuss the awards for 2006.

#### **XI. MANUAL UPDATE**

Pam will follow up with Comm Tech to see how the original MG manual was put together. In the mean time, people who are updating chapters should make a hard copy and mark in red ink the suggested changes. Send these to Pam and she will send them on to reviewers for approval and then work with Comm Tech to get the manual updated. Target date is January 2007.

**Next meeting- April 24<sup>th</sup>, 11:00 – 3:00 in Columbus at HOWLETT HALL ROOM 139. Mary Maloney will make the arrangements. Pam will contact you closer to the time for lunch arrangements.**