

Minutes for the MG State Coordinating Committee meeting
September 27, 2005 - Richland County

Pam called the meeting to order and apologized for the time mix up.

The Richland County Master Gardeners did an excellent presentation of their main projects and shared the focus of their group and what they plan for the future. Not only did they make a very nice presentation but had constructed very nice story boards to share each of their projects.

State Conference

Pam shared that the State conference Committee is doing well. We have over 275 signed up as of this date.

This committee needed to decide what we will do for the next one. It would be the South Region's turn to host the conference. Pam has not received a definite answer from anyone in the south region however, the State Coordinating Committee decided that if the South would not take the conference the Committee would make it happen or assist the South if they needed help. We will wait to hear a final answer from the South.

Awards update

Pam shared that the awards have been selected. The committee made very good recommendations on changes to redo the forms, and criteria for the awards process. Pam will be calling a meeting of the Awards Sub-committee to determine the process for the awards in 2006.

Regional Conference

Pam asked if the North Region had a regional coordinators conference planned. Steve Hudkins said that he was planning on having one before the State Conference. Tammi Rogers is planning on the South Region conference.

Consumer Horticulture Update

Steve Hudkins shared that they do not want to “reinvent“ the program but they are checking the URS and other areas for ideas on what is being done that should be shared with everyone for new ideas other than Master Gardeners.

- They want to narrow the projects to one or two
- Start with an inventory of what we have and share that information
- Get materials from the garden writers and get that material into the data base for access by all
- Work on updating the web sites

Financial Updates

Steve Hudkins reported that this Council has \$3,192.00 in an operating account. The executive committee needs to meet and determine what the needs of the group are and set up a budget. Steve Hudkins will put this meeting together.

Things we are spending money on right now are:

- State Awards
- Meals for the meetings

Our funds are controlled by Hort & Crop Science. There was some discussion on moving the money because the University takes so much time to pay bills but in the end it was decided that for now it is probably left where it is. Glen Arbogast is in charge of the money right now. This fund originated from Marianne’s funds. It was generated by the sale of pins, etc.

Jim Chatfield suggested that the operating funds (approximately \$50.00) be transferred over to the Master Gardener Coordinating Committee operating account.

- Steve Hudkins will set up a meeting for the Executive Council for Budget Planning
- Steve will be sure that the Endowment Brochures will be available at the State Conference.

Liability Issues Update

Pam passed out two sheets of information she received from Ryan Schmiesing. Please look them over and send Pam any questions that you have on Liability that are not answered on the forms. She will get those answers...or at least attempt to!

We need to be sure that everyone is aware of the Liability information and that every county in the state has this information.

Roster Update

Mike Boehm from the Department of Plant pathology has asked to be excused from this Committee. We need replacement suggestions.

Suggested substitutes are:

- Sally Miller
- Landon Rhodes
- Nancy Taylor
- Joe Rimelspach
- Mike Ellis

Pam will contact these people and see if any are willing to fill this position.

The South Region still needs an educator to serve on this Committee. Schroeder Dodds recommended Charlotte Robe from Morgan County to serve as the Volunteer representative. He will contact her to see if she is willing to serve on this Committee.

Web Site- Data Base

Pam shared that all the Counties have been notified about updating the Data Base. Nancy Kronberg has volunteered to take care of the Data Base so she will be the contact person for any changes or problems.

There was a range of problems, such as using Capital letters, etc. these issues will be covered at the Coordinator's conference so that everyone knows how to do it correctly.

It was suggested that we make some changes to the site such as having four categories and defining on the website what they mean.

- Active
- Inactive
- Retired
- Deceased

We will have a committee that will keep in touch with the counties reminding them that they need to keep this updated.

Pam will chair that committee
Troy Cooper- North Central
Schroeder Dodds- South
Barb Mills- West Region

We would like to be able to put PowerPoint presentations on the MG web site so that other coordinators can access them and not have to reinvent them.

Kathy Smith asked if there could be a link to Woodland Stewards

Pam will work with Tim Rhodus to make the changes.

Manuel Update

Pam went over the list of chapters and asked each person responsibly if they had many changes. All reported low to medium changes.

There was some discussion about the fact that some counties do not use the manual, some use it as supplemental materials but do not each from the manual.

In general the overhaul will be minor.

- We need to clean up the Fact Sheet list
- Locate and list new resources, web sites or links- 5 per chapter
- Index of Bulletins
- These need to be placed at the end of each chapter
- Pam will check with Jack Kerrigan to be sure he approves the changes
- We need to make the changes using Track changes in Word so that Pam can see where the change is in the text.

Our plan is to have the revisions completed for January 2007 book orders.

The review committee will be as follows:

One group to make the changes and they are as follows:

Introduction - Pam B.

Botany - Schroeder D.

Soils - Steve H

Pests/Entomology - Dave S

Plant Path - Chatfield

Plant Propagation - Troy

Houseplants - Tammi

Lawns - Steve h.

Herbaceous ornamentals Lynn Bauer

Woody ornamentals Kathy Smith

Vegetables Fred R.

Herbs - Barb Mills

Fruits - Maurus

A committee of four plus Jack Kerrigan to review the changes:

Troy Cooper

Bill Jones

Kathy Smith

Maurus Brown

Schroeder Dodds would like a helper to review the Botany chapter with him.

The question was made that we introduce Plant diagnostics into the book. It was also suggested that we introduce phone skills, communication, etc. This could be in a chapter "How to be a successful volunteer". Pam will write this chapter.

It was suggested that the policy sheets from the new member registration packet be placed into the manual for review as the course is covered.

The Fact Sheets need to be reviewed to be sure they are still available and current.

We need to add a TECH Chapter to teach how to use Ohio line, links, web sites and find other places to research. Bill will develop this chapter and pass it on to Tim for final approval.

The above changes need to be completed and given to Pam by the March 2006 meeting, earlier if possible.

Diane Bambenek suggested that we find the most common insects and diseases and take pictures, laminate and make available for the hotline people. Jim Chatfield reminded us that those will probably not be the ones we get the calls on but he was willing to work on that.

Update on other state coordinators position

Pam checked with some other States to see if they have State Coordinators. Some reported that they are people in the Hort Science Department and that is an additional duty. Some states have it as a specific position. None reported being run by a Coordinating Committee as we are attempting to do. All indicated that funding this position was a problem.

Next meeting

We need to define our goals as a committee and work on the endowment.

**NEXT MEETING IS IN GREENE COUNTY NOVEMBER 29TH, 2005
WE WILL MEET AT 11:00 IN THE MORNING AND GO TILL 3:00 IN
THE AFTERNOON.**

The OSU Greene County Extension Office is at 100 Fairground Road
Xenia, Ohio 45385

Meeting adjourned at 2:35

Respectfully submitted,

Barb Mills