

Polk County Master Gardeners Steering Committee Meeting

Date: November 19, 2018

Approved at January 17, 2019 meeting

Call Meeting to Order –

Attendees:

	Isabella Hurless-Banks		Sandie Sydnes	X	Stephanie McAdam	X	Dick Chavannes
	Mary Howell-Williams	X	Ruth Doxon		Sue Travis Haefner	X	Patrick Schmitt
	Jean Roe		Dean Brand		Eric Hand	X	Sandie Hamilton
X	Paula Winslow	X	Christine Barker		Jodie Hand	X	Matt Dore'
	Sherri Soich	X	Jen Firzlaff	X	Kent Friese	X	Jean Schustek
	Laurie Barrick		Randy Campbell		Sharon Schoonover	X	Cheryl Fridl
X	Bob Helvey		Katherine Howsare	X	Ike(Nancy) Eichmann		Paul Gibbins
	Earl Hinnenkamp	X	Jerry Eisenhower		Charlene Butz	X	Judi Pierick
X	John Hagen		Mary Poulter	X	Rose Surber		

Reading and approval of prior meeting minutes: Motion by Jean Schustek, second by Kent Friese to accept minutes of the previous meeting dated 9/17,2018. Motion approved.

Financial Report: Stephanie McAdams reported that it is not available at this time, hopeful that it will be available in January.

Project Reports: new updates since the publishing of the November Green Thumb:

- **Discovery Garden** – new co-chair announced: Earl Hinnenkamp
- No other new news from the projects.

Reports and Updates from the MG Program Coordinator – Ike Eichmann

- Extension Office will be closed 11/28/2018 for an off-site meeting
- Tuesday, 11/27/2018 – MG Trainee graduation and potluck – 6PM, booth style meet and greet for the interns and projects
- Nancy is asking the interns to have a plan and goals to meet their required hours to become a certified MG. Nancy shared a template that will be located out of the PCMG site that will assist the interns.
- Calendar is being provided on the PCMG that will assist interns and MG with the various dates and how to sign up for volunteer opportunities.
- Entry of your MG hours is technically due on 12/31 of the year in which you completed these hours. The Fall Harvest Banquet has generally been held in mid-October. This throws a small wrench into the graduation and awards, since technically folks don't have to have hours input into the system until 12/31.
- Recommendation to move graduation and awards to March April timeframe.
- Discussed adding required hours at the 3 PCMG sponsored gardens (in addition to the 6 hours required at the Greenhouse). Ruth Doxon motioned to add 6 hours of required volunteer time at the PCMG sponsored gardens, 2 hours at each (Demonstration, Discovery, Enabling). Jerry Eisenhower seconded the motion. Motion approved.
- Iowa State University is asking for 2019 Event Calendar.
- Nancy will provide a link so that projects can get ideas for speakers from other counties.

Old Business:

1. **Review Guidelines Document** – discussed and more changes proposed.
2. **Sustainability of the MG Program and focus group:**

- a. Response rate was pretty good; even with the fact that some MGs reported that they didn't receive the survey
- b. Discussed high-level feedback from the survey and focus group.
- c. Will provide individual feedback to the projects.

New Business:

3. **Nomination and Election process:** Discussed that the Treasurer and Assistant Treasurer should also be added to the nomination committee process.
4. **Location for 2019 Steering Committees:**
 - a. Requirements:
 - i. Needs capacity to seat 30-40;
 - ii. Must be able to reserve for no cost;
 - iii. Preferred options for the ease of Steering Committee and potential attendees:
 1. Would like meetings to be at the same place for each meeting
 2. Would like meetings to be held the same night (all Thursdays, all Mondays, etc.)
 - b. Judy Pierick and Jerry Eisenhower are checking options for Urbandale Library, Johnston Library and Lyons Club in Johnston and retirement communities with large rooms.
 - c. To be discussed in January meeting.

Adjournment: Motion to adjourn the meeting was made by Steph McAdam, seconded by Jean Schustek. Motion approved.

Next Meeting Date – Thursday, January 17, 2019, 6:00PM CST, Location: Polk County Extension Office