Prepared by Ann Sawyer

Issued Jan. 19, 2024

**EAB MEETING MINUTES – January 17, 2024**

**9-10 am via Zoom**

**ATTENDEES:**

|  |  |
| --- | --- |
| Nancy Allred | Neva Leigh |
| Betsy Beck | Ann Sawyer |
| Deb Fritz | Susan Smouse |
| Pam Hanna |  |
| Marilyn Kinkel |  |

Maxine Yoon – AAMG Coordinator

Guest: Carole Fullagar

Absent:

Lajauna Smouse, Sophie Sterling

1. **Opening Remarks (Betsy Beck)**

Meeting called to order at 9:00 am

* **Vote on recommended 2024 EAB Nominee Slate**

The Election Nomination Slate is Nancy Allred, Deb Fritz, Pam Hanna, Marilyn Kinkel, Neva Leigh, Ann Sawyer, Lajuana Smouse, Susan Smouse, Sophia Sterling, and Catherine Salam. The EAB voted unanimously to accept the slate. The general membership will be notified about the slate.

The nomination slate will be voted on at the Feb 15 in person meeting. Anyone who cannot attend can send their vote to Betsy Beck or Maxine Yoon.

* **Process to elect new EAB officers.**
1. The general membership votes on the EAB slate of board members Feb 15.
2. The new board meets on Feb 20th and elects EAB officers. They will also review Project Liaison assignments.
3. The general membership is informed of the new officers.
4. **Approval of December 14, 2023, Minutes**

Nancy Allerd made the motion. Marlyn Kinkel was the second. The minutes were unanimously approved.

1. **Coordinator Report (Maxine Yoon)**
* **Youth Gardens**

Bates and Severn River have been added to Youth Gardens and removed from Demonstration Gardens. The Youth Gardens are now a drop-down item on VMS

* **Linthicum Walks**

Ingrid Watson is the new project chair.

* **Ask a Master Gardener Watch Party**

The training will be available on Zoom or in person at the Dairy Farm.

* **South Count Senior Center Chair**

Caroline Donavan is moving out of the county. Linda Fennell has been approved as the new co-chair by the EAB. Her appointment will be confirmed later. Caroline will be at the Feb. 15 Project Showcase.

* **Howard Eco Works**

It was decided that we will allow volunteer hours but they won’t count for the 20 hours required on Anne Arundel County Projects. We do not have a partnership with Howard County. However, Maxine will look for a similar project such as the Providence Center that does similar work in our county.

We will also be planning a site visit in June or July.

* **Dairy Farm Visit**

We would also like to do a site visit to Dave Myers Urban Research Farm at the Dairy Farm. We will also visit Maxine Yoon’s garden projects at the same time. She will focus on bees, potted plants, and a veggie garden. This would be scheduled in June or July.

* **MG Facebook**

Maxine has administrative access to MG Facebook account and will be starting an Instagram account soon. She would also like to do YouTube soon. Using social media will attract younger people to our program.

* **Master Gardener Spring Training**

The classes start February 7th. They will be offered on zoom as well as in person. There are 28 participants signed up so far.

* **Monthly Meeting**

BiodiversiTree speaker Jamie Pullen will present on Tuesday, February 13th. Maxine will send out a zoom link the day of the meeting every time. There will be no passcode. People will be admitted by the host through the waiting room.

1. **Coordinator Report (Maxine Yoon)**
* **Mt Cuba Visit April 11**

The price will be $60 per person which includes the bus, tours, and the picnic site. The bus holds 50 people. Tickets will be sold on a first come first serve basis. Maxine will arrange for us to sign up and pay through Event Bright. Tour schedule is estimated.

**8:30 Board Bus at Dairy Farm**

**9:00 Bus Departs for Mt Cuba**

**10:30 Arrive at Dairy Farm**

People will be put into 15 member groups with a tour guide. They will go on tours at the same time but the start time will be staggered slightly.

**12:00-2:00 Lunch**

People will bring their own food or buy lunch at the museum café.

**2:00-2:30 On Your Own**

Explore the site.

**2:30 Board Bus at Mt Cuba**

**3:00 Depart to Dairy Farm**

**4:30 Arrive at Dairy Farm**

* **Project Chair Meeting**

It is scheduled for February 10th. The EAB will review and update the guidelines for Project Chairs. Maxine will review them at the meeting and post on the website. She will also discuss funding procedures for using Project money. Chairs will be invited to share challenges they are experiencing. Procedures for counting participants will be discussed.

* **Demographic Information Collection**

Maxine will explain in the Project Chair Meeting, how information should be collected ethically.

Types of Activities that require collection

* Educational programs (including those hosted as part of a larger group
* Webinars
* Workshops
* Youth, staff, and families that benefit from a school garden (the best way to get this data is from the school)
* Youth gardening programs (the best way to get this data is from the school)
* Recipients of food donations (this can be provided by the food bank)

Types of Activities that do not require collection but sill need a total number of participants.

* Visitors to a demonstration garden
* Information table visitors
* Website visits, email contacts, or newsletter contacts
* Phone calls
* Social media contacts
1. **Coordinator Report (Maxine Yoon)**
* **Financial Accounting for MG Program**

Administrative Assistant, Sam Miller, is doing what she can to organize our materials. She has 5 years of backlog to go through. It must be determined where the money is coming from, and how much we have. An EAC, executive advisory council, for the extension office must be formed. Once these items are in place the annual allotment of funds for each project can be increased.

* **Project Showcase**

It will be held at Trinity United Methodist Church from 6-9 pm. The venue is large enough to allow one table per project. Possibilities for table set up include conference style, in a U, or a racetrack type oval. People will have room to walk around the room between the tables. We don’t need lots of chairs just a few for participants who want to take short breaks. Each project table should have a sign-up sheet for people interested in the project. Maxine will bring tarps for the tables and tabletop display structures.

1. **2024 Speakers and Events**
* **February 13, 2024: SERC – BioDiversiTree** **Confirmed**

Presenter is Jamie Pullen from SERC. The project, North America’s Largest Tree Diversity Experiment just reached 10 years old. It should be interesting.

* **February 15, 2024: Project Showcase Confirmed**
* **March 12, 2024: Michael Mostrata Confirmed**

Michael designed American University’s award winning 84-acre campus. He also created an Arboretum that draws University and local community visitors.

* **April 9, 2024: Lori Miller Confirmed**

This project was confirmed. Lori will present on raised bed gardening for people with disabilities.

* **May 14, 2024: Plant Swap Confirmed**
* **June 11, 2024: Project or Yard Visit**

Possibly Howard Eco Words, or Dairy Farm Urban Garden

* **July 9, 2024: Project or Yard Visit**

Possibly Howard Eco Words, or Dairy Farm Urban Garden

* **August 2024: UMD Agricultural Tour and Ice-cream event**

Dave Myers is the host. 5 Hours VMS credit. Tour is confirmed but date to be announced.

* **September 2024: TBA**
* **October 2024: TBA**
* **November 2024: TBA**
1. **Project Updates**

Ann Sawyer reported that she will present 5 Steps to a Native Garden at Edgewater Library in March, and Severna Park Library in April.

1. **Old Business**

No Old Business

1. **New Business**

No New Business

1. **Adjourn Meeting**

10:25 am

**Next Meeting is Wednesday, February 20, 2024 at 9am-10am via Zoom**

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**2024 EAB Monthly Meetings – 3rd Wednesday of the month via Zoom, 9:00-10:00 am.**

**2023 AAMG Monthly Meetings – 2nd Tuesday of Month, 7:00-8:30 pm.**