Prepared by Ann Sawyer

May 27, 2024

**EAB MEETING MINUTES – May 15, 2024**

**9:15-10:15 am via Zoom**

**ATTENDEES:**

|  |  |
| --- | --- |
| Nancy Allred  | Catherine Salam – Board Chair |
| Neva Leigh | Maxine Yoon – AAMG Coordinator |
| Lajuana Smouse |  |
| Susan Smouse |  |
| Sophia Sterling |  |

Absent

Pam Hanna

Marilyn Kinkel

Ann Sawyer

1. **Chair’s Opening Remarks**

The Volunteer Appreciation and Plant Swap was well attended. The EAB members enjoyed socializing and the plants.

1. **Approval of April Meeting Minutes**

This will be deferred until the June meeting.

1. **Coordinator’s Report**
2. **Updating Project Progress**
3. Maxine asked that Project Chairs complete a survey each month with three questions.

Name of Project

Description of Project

Educational Outreach Activities for the upcoming month.

Volunteer Opportunities for the upcoming month.

Project accomplishments and Challenges.

1. *Discussion*

Since the Project Chairs are required to give this information to (MG office person?) ?Christie Germuth for the MG Monthly Newsletter could Maxine be copied on that email. We should also encourage MG’s to read the MG and State Monthly Newsletters and the Friday Flash.

Action/Person Responsible

Maxine will contact the Project Chairs and explain the process.

1. **Coordinator’s Report Continued**
2. **Plant Swap**

Maxine also thought the Plant Swap went well.

1. **List of New Interns**

The last date for the test is May 28, 2024. Maxine will provide the list once the Interns have officially passed the test.

1. **Old Business**
2. **End of Year Progress Evaluation Report**

Discussion Catherine Salam

1. 8 Projects have been evaluated so far.

The main goals listed were:

Education on Native Plants

Public Gardens as Demonstration Sites

Seed Starting Education

Main Audience was general public, garden clubs, school groups, and park visitors.

1. MG’s learned plant id. They also learned garden management best practices, and composting. They gained a new perspective on natives and engaging with the public.
2. 87.5 % of the Project Chairs attended the February meeting.

100% invited interns to participate in their projects. 2-10 interns actually participated so we need to work on outreach to interns.

87.5% said the project should continue next year and 75% plan to continue as chair.

Hard to tell if goals were met because not specifically stated in the report but 50% of liaisons were able to infer they were met. It was suggested that next year we make “Were goals met?” a specific part of the report.

100% said they addressed improvements and the mission was met. We need to put the mission statement on the form.

*Action/Person Responsible*

There are still a few liaisons who need to complete the evaluation. Catherine asked that we complete it by the next meeting.

1. **AA Co MG Satisfaction Survey Analysis**

Discussion: Catherine Salam

1. Sending out the survey again was successful. The response rate went from 25% to 60%.

45.6% of master gardeners have 1 to 5 years of service. We also have some members with very long years of service. We need to take advantage of the enthusiasm of new people as well as recognizing long time volunteers.

58.3% of MGs participated in 1 or 2 projects. Another 38.8% participated in 3 or 4 so that is a good rate of participation.

36.9% of MGs have been or are now Project Chairs.

59.9% of Project Chairs reported satisfaction with the support given by the Anne Arundel County University of Maryland Extension Office.

Less than 50% were satisfied with the EAB Liaison and 40% were neutral. Some of the Project Chairs commented that they didn’t have a relationship with the Liaison. That is something the EAB needs to work on.

88% of MGs were satisfied with our communication especially the Friday Flash.

75% of MGs were satisfied with the monthly meeting topics.

88% were satisfied with the variety of projects.

75.7% were satisfied with their volunteer experience overall.

There were a lot of free text comments.

*Action/Person Responsible*

Catherine will send out a link so we can read the free text comments.

The next step is to put the report on the state website so all MGs can read the results. A link to the report will be put in the Friday Flash. We should also thank the respondents in the next Friday Flash.

She will also complete the demographics report and we can discuss it at the next EAB meeting.

1. **EAB Project Chair Liaisons Reports**
2. Nancy Allred – Linthicum Walks

Nancy is impressed with the organizational abilities of Ingrid Watson. They have scheduled volunteer days during the day and in the evening. She is also getting support from other MGs. They are labeling plants and putting QR codes on the signs. The also have started a new garden bed.

1. Susan and Lajuana Smouse – Dairy Farm

The volunteers have done a fabulous job on cleanup. They have removed a lot of dead plants and want to purchase new ones. Maxine said to email her with their request.

1. Sophie Sterling – Apprentice Garden and Woodland Garden

The Apprentice Garden is doing well. Nothing has changed in the status of the Woodland Garden.

1. Seed Swap and County Fair

They are inactive at this time of year.

1. Hancock’s Resolution – Neva Leigh

Nancy Allerd Allred reported that rain has affected participation at their events. They are also offering volunteer opportunities 3 days a week but it is mostly the same 3 MGs. Nancy is disappointed there isn’t more participation. She will need lots of help for Lavender Day in June.

1. Compost Demonstration and Native Plants at Quiet Waters Catherine Salam

They had an Earth Day presentation which was well attended. They are also getting good MG participation including a couple of interns.

1. Ask a Master Gardener Catherine Salam

They are getting good participation. They continue to use Sign Up Genius. Some of the volunteers are not using it. It is a useful tool if the chair needs to contact the volunteers to let them know what to expect and what tools to bring on their day. It is also good for sending important messages to the volunteers if they program needs to be canceled or changed.

1. **Speakers for Monthly Meetings**

**June**

Eco Works cancelled. The speaker is no longer available.

Maxine will work on alternative.

**July**

Dairy Farm (Vegetable Garden) Confirmed

**August**

Dairy farm (Ice Cream Social and Open House) Confirmed

**Sept**

Discussion

Bay-Wise will not be able to speak at the monthly meeting. Catherine has visited an amazing garden in Shenandoah Valley. Tom and Leslie worked on garden for 30 years. They have unusual conifers, bonsai, and carnivorous pond plants. We could also do a field trip there. They have an honorarium of $100.

*Action/Person Responsible*

Maxine will see if we can trade a speaker from our group for one from theirs instead of the $100.

1. **New Business**
2. **Master Composter Certificate**

Discussion

Can we get it reinstated?

*Action/Person Responsible*

Maxine will ask Stephanie Pulley. Then she will put something in the Friday Flash so interested people will let her know.

1. **Bay-wise**

Discussion

Maxine is part of a Bay-wise Committee. They want to create some online training. Train the volunteers on doing garden visits and evaluations. Should have an online training in the fall.

1. **Adjourn Meeting**

Date of Next Meeting

June 26, 2024

We continue on Zoom for the time being.

Neva Leigh motion to adjourn Sophie Sterling seconded. Unanimous Vote

Meeting Adjourned 10:15