MASTER GARDENER STATE ADVISORY COMMITTEE MINUTES
SEPTEMBER 18, 2013

PRESENT: Monica David, Harry Clayton, Brenda Dahlfors, Jennifer Fishburn, Joy Gulotta, Rodger Harfst, Pat Kosmach, Sonja Lallemand, Shey Lowman, Corrina Martinez, Russella Nave, Mary Jo Novak, Mary Anne Spinner
VIA LYNC: Rachelle Hollinshead, Kari Houle, Nancy Kuhajda, Lisa Valle

Call to Order: by Chairperson Pat Kosmach at 12:45. Minutes of the last meeting were approved with one correction – referring to the former chairperson as “president”.

Reports:
Conference 2013 – Monica reported that there are 310 registrants for this year’s conference.

Conference/Awards Banquet 2014 – Monica has reserved the Alice Campbell Alumni Center on campus for the afternoon of June 6th, 2014 for an awards luncheon. Options for a keynote speaker were discussed. One was the chef at Joliet Junior College, who is doing a lot with local foods. Another suggestion was Rick Bayless of Frontera Grill. Nancy Kuhajda volunteered to email him about availability. The format would be keynote, lunch, awards, and then possibly some field trip options for the afternoon. The question arose about continuing with the silent auction, and it was agreed that it would remain part of the program, even if on a smaller scale.

Marketing Items – we were reminded that marketing brochures and bookmarks can be found online, and that Monica brought many of the banners with her, to be distributed Thursday or Friday. Others will need to be picked up on campus.

Manual Reprint Update – Monica is still waiting on some chapters/graphics. Still hoping to have the new one available after Dec. 15th. The Organics chapter by Rich Tobiasz and Rick Weinzierl will be replacing the water garden chapter. Monica will make it available as a PDF document on the Coordinators’ website (password protected site). It can be distributed to active MGs. There are still 150 copies of the old text available at $40 each. It was suggested that we contact our local Junior Colleges, jails with training programs, and libraries, to see if they are interested in purchasing them, singly or in bulk. The link to order them is on the MG website.

Policy Updates – The DRAFT was distributed and reviewed.
• Legal had determined that all volunteers will need to take the online training for mandatory reporting of child abuse. It is being adapted from the 4H module. Policy will require volunteers to report directly to the County Director (not DCFS), who will then pass the info on to campus police. Campus police are State Police. Kathy Seybert (Human Resources) is writing this section of policy.
• The volunteer application is complete and will be used by all program areas.
• Staff will be required to check the National Sex Offenders Register, not just the Illinois one, as in the past.

• **Question** – The Master Naturalist Agreement has a statement about the use of items like chainsaws and 4 wheelers. Should the MG Agreement include something similar?

• **Question** – Should MGs be required to do an online training (similar to the one Jane Scherer had recently) on Social Media? This also led to a discussion about posting/using photos without a photo release.

**Training 2014** – Monica reported that all is set to do Illuminate Training on Mondays. Sites need to be tested for equipment compatibility ahead of time. Sonja, Rusty, and Rachelle’s counties are planning on using this option. All other schedules should be completed, soon.

**JMG and DDDI Training** – Monica and Bill Million are planning to offer JMG Training at 5 or 6 sites around the state – either in the spring or fall. This is open to volunteers, not just coordinators or educators. Dennis Bowman will be offering workshops on using the DDDI system in 2014.

**Lunch n Learn** – for Coordinators. Monica is looking at having Kathie Hayden, Plant Information Services at Chicago Botanic Garden talk about running a hotline, in October. November could be Cara Allen, who could talk about working with disabled audiences.

**Julia Govis/Farm to School** – Piloting a program/large grant opportunity in Cook County on establishing school and community gardens. This is in conjunction with both AmeriCorps and FoodCorps.

**Take A Child Outside** – This is a reminder of the program on campus Sept 26th, based on the book by Richard Louv.

**National EMG Task Force on Leadership and Volunteer Management – Summary of Recommendations** – Monica handed out a summary of 8 recommendations made by the task force for the EMGNC (Extension Master Gardener National Program Committee. This included a mission statement, a set of standards, creation of a repository, a management, and review team. Under standards, it was discussed by our group that they needed to clarify a minimum # of training hours.

**DISCUSSION ITEMS:**

**Business cards**- Monica passed around an example of one she had seen for individual MGs. Most discussion reflected that it wasn’t a good idea for individual MGs to have their own cards. Monica will create a template that each county can use for their hotlines, etc. * It was noted at this time, that the MG nametags had changed recently, back to the block “I” as opposed to the MG logo. Monica will look into it.

**Event at Capitol in the Spring** – Monica spoke with Joan Sullivan, coordinator in Rushville, and her husband, who is a state senator, about doing a recognition day at the state capitol, similar
to 4H. It was decided to model it similar to the 4H program, in that we would need to hand select MG volunteers as representatives, train them as to what to say (and not say), and provide them with a gift (tomato plant in a coffee mug/thumb drive with program description/statistics?). Information would need to be individualized for each rep to reflect his/her area. Shey and MaryAnne will help Monica with this. Roger, Jennifer and Sonja also offered.

**New way to get MG members for committee**- one new member is still needed for the East Central Region (volunteer). Monica had no response from the note in IMAGINE. Monica will resend request directly to program coordinators to pass on. In the discussion, it was suggested that when Monica sends the notice that a new IMAGINE is available, she include bullet points of the topics the issue covers.

**History of the Program**- Monica asked how many counties had a history of their program. The MG program in Illinois started in 1975. Jennifer reminded us that we are supposed to be collecting history anyway, for the 100 years of Extension promotion. Monica will ask counties to send info regarding each county’s specific history (year started, educators/coordinators, projects over time, etc).

**Purdue Leadership Program**- Nancy Kuhajda and Monica were approached regarding and online training program to teach leadership skills to volunteers. It would require 5 sessions, 3 hours each, in October. It was agreed that while the concept is good, it is too big a time commitment.

**Other future plans?**- none at this time.

**Other Business:**

**Vice Chair**- MaryAnne nominated Shey as the Vice Chairperson. All in agreement!

Meeting adjourned 3:50pm.

Respectfully submitted:
Brenda Dahlfors
Secretary