

**Jefferson County CSU Extension - Advisory Committee Meeting
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Date: October 15, 2020

Time: 8:00 – 9:30 AM

Location: **VIRTUAL – CSU Extension Office
15200 W. 6th Ave., Golden, CO 80401**

Invitees: *Chair* – Nancy McNally
Members Present –Kym Morrissey, Nancy McNally, Jean Nelson, Chris Newcomer, Laurie Walowitz, Sarah Williams
Members Absent – Jo Shantz

Staff - Jacki Paone, Lisa Vernon, Patti O’Neal

Guest – Katie Dunker, Colorado Master Gardener Program Coordinator

Meeting opened at 8:05 a.m.

Agenda Review

Proceeding with the agenda was unanimously approved.

Welcome New Members and Introductions

More detail is in the written report provided with agenda

Approval of 7/2/2020 Minutes

Jean moved to approve minutes and Kym seconded. Approval of the minutes passed unanimously.

Election of Vice-Chair

Kym moved to nominate Jean Nelson and with acclamation, the motion passed unanimously.

2021 Budget

More detail is in the written report provided with agenda.

Master Gardener Recruitment & Selection

More detail is in the written report provided with agenda. Advisory Committee requested to get more information on exactly what the volunteers do. We will not be offering the Master Gardener Apprentice Program in 2021. Unfortunately, due to COVID, most of our current Apprentices were unable to complete their volunteer hours, and so we will be working with them in 2021 to get those completed. In order to improve diversity and inclusion, the State Master Gardener Program has been working on making the education more appealing to different parties by making it more on-line and may include the possibility of extending it to a two-year program. Our staff has worked on finding new volunteer opportunities that would allow more people to participate. We currently have no demographic information on current members.

Discussion – Generic AC E-mail

More detail is in the written report provided with agenda. It was suggested that staff look at other Boards and Commissions within the County to see how staff treats those emails and whether there are special email addresses and who reviews them.

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Needs Assessment & Director's Report

More detail is in the written report provided with agenda. Look at in more detail during our January 2021 meeting.

Affirmative Action: 4-H Expansion & Review

More detail is in the written report provided with agenda. Jacki's replacement will be the interim director for at least 9 months.

Upcoming Meetings & Special Events:

More detail is in the written report provided with agenda. Jacki wants to discuss the Needs Assessment survey that was sent out a few weeks ago at a future meeting. Also, Advisory Committee would like to get a meeting scheduled with the BCC in 2021.

- **January 14, 2021 – change to regular date of January 21, 2021**
- **April 15, 2021**
- **July 15, 2021**
- **October 21, 2021**