

Piscataquis County Cooperative Extension Executive Committee Meeting Minutes

Piscataquis Extension Office Conference Room

October 16, 2017

Called to order at 3 pm

Committee Members Present: Carole Boothroyd, David Bridges, Dotty Hadler, Beth McEvoy, George McKay, Richard Neal

Staff Present: Donna Coffin, Trisha Smith, Barb Baker via Tandberg

Minutes of 9/11/2017 were approved with a correction to Program Updates: "new support staff interview team" is changed to "Search Committee for Administrative Specialist".

Budget Report (Donna Coffin)

- Committee reviewed monthly budget report and detailed transaction report
- The committee noted the good ending balance

Program Updates from Staff

Search Committee for Administrative Specialist (Barb Baker)

- Barb explained the University of Maine's policy regarding inhouse and public notice of job openings
- The committee agreed to advertise the position publicly through the university's jobsite.
- Barb will email the job description for Administrative Specialist to the Piscataquis Search Committee (Beth, Carole, George) and meet with them on Nov. 2 at the Piscataquis Extension Office at 3 pm.

4-H Presentation (Sheila Norman, report submitted)

- Piscataquis County 4-H 2017 Award Night was held October 7 at the Valley Grange. A potluck dinner was attended by 30 people and was followed by presentations from attendees to the Citizenship Washington Focus and the National 4-H Conference.
- A new quilting SPIN club is being organized with fabric donations and two new volunteers
- Names are currently being submitted for the Steering Committee of Youth Aspirations and Labor Market Transitions in Rural Communities grant project. Email Barb with nominations.
- Rebecca went to the Eastern States Exposition with the Communication Science (Public Speaking) team from Sept. 23-25. Sept. 25th recorded the highest all-time single day attendance at the Big E.

- The fall Milo Afterschool program started on Oct 16, with 16 third and fourth graders, and runs for 6 consecutive Mondays. A STEM Ambassador from UMaine will lead the academic part of the program, using curriculum on seaweed from the state 4-H office.

Horticulture Presentation (Trisha Smith, report submitted)

- Six Master Gardener Volunteers (MGV) have completed a total of 112 hours from Oct 2015-Sep 2016. Donna mentioned that the Piscataquis Cooperative Extension is in talks with Aroostook County to offer more intensive training for Master Gardeners on topics that are popular, such as mushrooms.
- The number of Summer Meals served in Piscataquis County has risen considerably in 2017. Trisha's Piscataquis Passport program helped promote and incentivize participation.
- Tomatoes, cucumbers, beets, carrots, garlic and 134 pounds of spaghetti squash were harvested from the student garden. Last week, students tried roasted beets, homemade borscht and a raw shredded beet/carrot/cabbage salad. Spaghetti squash will be served in the cafeteria in November. The watering system at the SEDO student garden worked well this summer, except for a hose break in one area. Richard and George offer to be on call for such repairs in the future.
- Trisha, along with a MGV and any interested Executive Committee members to table at Dover Cove Farmer's Market on October 28 from 9am -1 pm, to conduct the garden survey and promote Extension programs and events.
- Upcoming- garlic planting, October 19. Pumpkin sampling (with Sheila) October 26. Choose Health Food Fun Fitness 6- week afterschool program-schedule and location TBA.

Programs (Donna Coffin, report submitted)

- Reviewed statistics on one-to-one contacts
- 25 people at Steve and Diane Hobart's SWCD Lifetime Achievement Celebration
- An additional 35 One Tomato Harvest surveys completed at the Guilford food cupboard, for a total of 68 completed surveys. Donna reports that Yellow Esterina wins for yield.
- 20 people attended the PCEDC Quarterly meeting in Brownville
- Barb Baker is the new supervisor for the support staff
- Upcoming- Recipe to Market: Is it for ME? Dec. 14 at the Piscataquis Extension Office, 9am – noon. Sign up online

Unfinished Business (Donna Coffin, report submitted)

- Office space response- John Rebar, Executive Director of the University of Maine Cooperative Extension, responded to our request for compensation for providing office space for Amanda Miles, Accounting Support Specialist CL3 at the Dover-Foxcroft office.

He asks that Dover-Foxcroft provide office space without compensation, except for direct costs incurred.

- Annual Meeting- Smoking Chicken Demonstration and Broiler Research Results, Nov 8 at the Congregational Church in Dover-Foxcroft, 5-8 pm. Details online:
<https://extension.umaine.edu/piscataquis>

The committee discussed a gift for Dr. Colt Knight in appreciation for his chicken dinner demonstration and research presentation. The committee nominated officers to be elected at the business portion of the annual meeting: President, Beth McEvoy. Vice President, David Bridges. Secretary, Carole Boothroyd. Treasurer, Karen Murphy.

- Office Beautification- Richard hung six framed pieces of his artwork for display. Donna suggests featuring his photographs on Facebook, which may spark interest in photography for 4-H.

New Business

- Joint meeting plans- The Penobscot County Extension Executive Committee is invited to our Annual Meeting. Donna proposes joint meetings in spring to tour the Libra Foundation's projects in Monson and another to tour the Plant Animal Insect Diagnostic Lab in Orono.
- December meeting plans- there will be a regular business meeting on Dec 11. Bring goodies to share!

Meeting adjourned at 5 pm.

Minutes submitted by Carole Boothroyd, Secretary

Next meeting: Annual Meeting Nov.8 at Dover-Foxcroft Congregational Church 5 pm