Prepared by Ann Sawyer

Issued February 15, 2025

**EAB MEETING MINUTES – January 15, 2025**

**9-10 am via Zoom**

**ATTENDEES:**

|  |  |
| --- | --- |
| Nancy Allred | Sophie Sterling  |
| Marilyn Kinkel | Catherine Salam – Board Chair |
| Neva Leigh  | Kaitlyn Baligush – AAMG Interim Coordinator |
| Pam Hanna | Susan Smouse |
| Lajauna Smouse  |  |

Absent: Ann Sawyer, Maxine Da-Som Yoon

1. Chair’s Opening Remarks

Catherine introduced Kaitlyn Baligush and asked her to introduce herself.

Kaitlyn is in charge of the Merchandize Brochures, MG Newsletter, and Monthly Announcements. She has a degree in Wildlife Conservation and has past experience working with the public. Kaitlyn is currently working on a Masters Degree in Community Planning.

Meeting called to order at 9 am.

1. Approval of Meeting Minute

Motion made by Sophie Sterling. Seconded by Marilyn Kinkel.

Minutes Approved

1. Coordinator’s Report

Catherine asked about Maxine.

Action:

Pam will send Maxine an E card.

Ann will be asked to see if address is in minutes and send out to MGs.

1. Budget

We are going to pay $100 for the Trinity Church Auditorium. Pam will send the bill to the extension office to Sam. The members felt it was important to request a certificate of liability insurance from the University of Maryland.

Action:

Kaitlyn will do the follow up about the certificate of liability insurance.

1. Old Business
2. Monthly Meeting Speakers
3. February 2025 – Project Showcase
4. March - Shannon Currey (Izel Native Plants), “Grasses, sedges & Rushes: “The New Workhorses of the Garden”
5. April – Mikaela Boley on Weed ID?
6. May – Plant Swap
7. June – Herbs TBA
8. Discussion/Action:
9. Catherine will confirm with Shannon Currey that she will present on March 2025.
10. Kaitlyn will check with Mikaela Boley about Weed ID for April 2025.
11. The May meeting will be a Plant Swap only. The seed swap is for MGs only and will be on April 5 from 1-3 pm
12. The group would like June to be about Herbs. Kaitlyn will check with Dhruti Patel to see if she can present.
13. Collaboration with Maryland Native Plant Society

Pam reported that Dennis Whigham is willing to do a tour. She is waiting for SERC to respond to her request for a date.

1. EAB Elections
2. Discussion

Neva reported that we don’t have any candidates yet.

The format of the elections varies from group to group. Our elections have always been informal with an announcement of the candidates at the Project Showcase and a verbal vote.

1. Action

Pam Hanna will request candidates in the Friday Flash. She will also let interns know they are welcome to attend EAB meetings and get volunteer hours. She will also publish a list of current board members who plan to continue.

Catherine will check with Betsy Beck (former chair) about the format of elections.

1. End of Year Project Reports
2. Catherine did a Power Point Presentation that summarized the results.
3. 80% of the Project Chairs submitted reports.
4. 8 chairs reported they had met their goals. 4 chairs said they partially met their goals. The rest didn’t mention goals.
5. The majority of chairs are planning to come to the Project Showcase. They have reached out to interns. They met their mission and want to continue next year.
6. Implications for 2025
7. Train Project Chairs in how to complete the report. Let them know who receives the report and how the information is used to create the state report.
8. Ask chairs to be more specific about what they learned.
9. Strengthen interactions between project chairs and EAB Liaisons.
10. Should the EAB actively pursue information not included in the report.
11. Action
12. A Project Chair Meeting will be held where the report requirements can be reviewed. Catherine will find out who is responsible for organizing and holding the meeting.
13. The meeting should provide chairs with information they need to make the reports complete. Project liaisons will also review their project’s report and assist chairs to include information if it is missing.
14. New Business
15. Meeting adjourned 10:05

Motion

Seconded

Next Meeting Feb 19, 2025 at. 9:00 am.