

## Tipton County Master Gardener Meeting Minutes August 4, 2011

President, Vernon Parimore, opened the meeting by welcoming all members. The meeting was turned over to the Lawn & Garden Expo 2012 Committee Chair, Paula Sweatt.

Paula proposed April 14th as the date for the expo with the 13th as the day for set-up, provided these dates are available to use the Brighton Middle School. Glenda Rider made a motion to approve these dates. Jackie Walker seconded the motion and it was carried.

Expo Steering committee members were requested and appointed with the following volunteers: Paula Sweatt, Linda Carter, Jackie Walker & Glenda Rider.

The Vendor comments from the 2011 Expo were reviewed and discussed.

The following suggestions were brought up for discussion and consideration:

- Earlier opening hours
- Recruiting volunteers to assist with event; Boy Scouts, Sheriff Department for directing traffic
- Roles to be more specific. Each committee chair should inform their members of responsibilities and other pertinent information.
- Brief training/meeting of all Master Gardeners prior to opening of event to assure we all have answers to commonly asked questions
- Vendor promotional kit to be sent prior to event with fliers, map of space, etc.
- Rework Vendor application
- Confirm vendor set-up and tear-down hours
- Consider holding Master Gardener plant sale as a separate event or in a different area away from gym as to not interfere with vendor sales
- Look for different/additional ways to advertise expo
- Put together a tool box with general materials for use at event by MGs or vendors
- First-Aid kit should be available
- Consider having only one or two guest speakers allowing more time for shopping with vendors
- Offer mini-educational sessions throughout the day

The meeting was adjourned at 8pm

Admin hours (2)

Respectfully submitted,  
~Roxi Phillips