District I Horticulture PIT meeting

MINUTES

JANUARY 11, 2007  2:00 PM  POLYCOM

MEETING CALLED BY
The meeting was called to order by Ken Rudisill

TYPE OF MEETING
Planning Meeting

NOTE TAKER
Theresa Friday

ATTENDEES
Ken Rudisill, Dan Mullins, Theresa Friday, Charles Brasher, Sheila Dunning

Agenda Topics

DISTRICT I HORTICULTURE NEWSLETTER

Ken Rudisill, Hort PIT Chairman

DISCUSSION

1. Ken discussed the benefits of a district-wide gardening newsletters for homeowners
2. Topics: Possible topics to be included in the newsletter...
   a. Quote of the month
   b. Main Feature
   c. Article from Specialists
   d. Bug of the Month
   e. Plant of the Month
   f. Weed of the Month
   g. Disease of the Month
   h. Upcoming Events
   i. New Publications
   j. Gardening Tips
   k. FYN article
3. How many agents are interested? Those that have expressed a definite interest include:
   Ken, Theresa, Charles, Sheila and Larry.
4. Frequency: Okaloosa is going to a quarterly newsletter. Santa Rosa is thinking about a
   bimonthly.
5. Layout: There is the option of having UF develop a masthead or template.
6. Distribution: The newsletter is intended for the homeowner audience

RECOMMENDATIONS

1. The district newsletter will be created and distributed bimonthly—6 times a year.
2. The first newsletter will be the May-June issue.
3. Ask UF Communication Services to develop a template for the newsletter
4. Tentative assignments:
   a. Quote: Sheila
   b. Main Feature: Rotate
   c. Insect: Beth
   d. Plant: Sheila
   e. Weed: Larry
   f. Disease: Ken
   g. Upcoming Events: Everyone
   h. Garden Tips: Theresa
   i. FYN: Carrie

ACTION ITEMS

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<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
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<tbody>
<tr>
<td>Contact UF to look at layout options</td>
<td>Ken Rudisill</td>
<td>ASAP</td>
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<tr>
<td>Contact Specialists to see if they are interested</td>
<td>Ken Rudisill</td>
<td>ASAP</td>
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<td>Call for articles at the appropriate time</td>
<td>Ken Rudisill</td>
<td>When appro.</td>
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Adjournment

NEXT MEETING

July 25, 2007