

The following committees are defined in the Jefferson County Master Gardener Volunteer Association By-laws as adopted in 2012.

Executive Committee:

Officers, WIMGA representative (as advisor), UW Extension Agent (as advisor), and Committee Chairs as needed

- Meet monthly prior to general meeting
- Propose nominations for officers, committee chairs
- Propose yearly budget
- Coordinate activities of various committees

Program Committee:

Chaired by at-large Executive Committee member

Report monthly to Executive Committee

- Plan educational programs for the year.
- Develop criteria for speakers
- Establish registry of speakers
- Identify and communicate education opportunities to Association members
- Summer tour schedule

Project Committee:

Chaired by Vice President

Report monthly to Executive Committee

- Set criteria for accepting projects
- Review requests for projects in the community
- Present new projects to the organization and recruit volunteers for them
- Include Projects on Website, with annual highlights event
- Make recommendations to the organization
- Collect year-end summary of project activity
- Grant writing and management
- Develop Project Request form

Outreach Committee:

Chaired by at-large Executive Committee member

Report monthly to Executive Committee

- Plan and solicit volunteers for educational outreach across the Jefferson County community
 - Ensure County Fair coverage
- Look for opportunities to include local youth in projects
- Increase awareness of the MGV program / Public Relations
 - Submit articles/pictures to local papers through Extension Office
 - Community events (ex: Maxwell St. Days, Farmers Market)
- Maintain JCMGV Presentation file/ and Speaker Bureau List
- MG Attire and Signage
- Scholarship Grant Management

Membership Committee:

Chaired by Past President

Report monthly to Executive Committee

- Recruit and Mentor new members
- Address Membership Retention
- Re-establish communication with Lapsed Members
- Reward Current Member's efforts
- Assist Extension Agent with new Level I MG training
- Provide "greeter" each month at general meeting
- Maintain scrapbook of JCMGVA activity