



Education Committee Meeting

March 9, 2021 at 10:00 AM by ZOOM

Attendees:

Tim Maywalt, Mary Spear, Kathy Nepote, Penny Kaiserlian, Martha Orton, Rachel Keen, Peyton Williams, Allen Ingling, Pam Dorland

Minutes of the February 9th 2021 meeting were approved.

The following table summarizes ACTION items noted in this month's minutes.

| Reference | Action Description | Contact | Due Date(s) |
|---|--|----------|-------------|
| Projects Committee, Status Reports | Check CATS calendar for updates to meeting/activity dates and times—there have been recent changes | n/a | asap |
| Tree Basics Virtual Tree Walks | Email if you are interested in participating on the work group and/or ideas for class content/goals | Peyton | By 5/1 |
| Photo Library Guides | Send feedback/comments on SmugMug upload/download user guides to Mary <i>**Members can begin uploading photos now**</i> | Mary | By 4/15 |
| New Business/Tree Basics Classes | Email your ideas/comments regarding a post-class evaluation/survey | Tim | By 4/15 |
| New Business/Volunteer Opportunities | Sign up where you can help and email any questions | Tim/Mary | ASAP |

UPDATES

Communications Committee:

- The Blast will be late this month (Libby's working on problems with her internet speed) and will include invitation for CATS members to come to the upcoming Tree Basics class. So far, registration is 34 for Planting class; 54 for Tree ID. This month's membership meeting on March 24th will feature Jeremy Hoffman from the Science Museum, discussing the historical context of present-day environmental equity.
- Michelle is working with PayPal to design and include the "Donate" button on our website.
- Martha reported that she has posted links and info from various organizations that CATS follows on Facebook. There have been over 6,000 views in the last few days.

Projects Committee:

- Pruning is taking place on Thursday this week at VDoF.
- Pruning at Berkmar will be an ongoing project for CATS. The existing trees were planted 3 years ago and there are lots of them! Next opportunity is updated on the CATS calendar at Berkmar on 3/18 at 10:00 AM (****please note this change in location****)
- At Darden Towe Park, the ash trees are dying and are being replaced. Barbara has applied for a grant to pay for 30 of them along with the associated materials (tree deer cages, gator bags, etc.). If the new Tree Steward class is held this fall, most of these trees will be planted by class members as a training exercise. Whether or not the class is held, CATS members will plant all these trees at the end of October of this year.
- At Darden Towe, all dead ash trees will be replaced. CATS is working with that organization to allow us to conduct a training exercise for the Tree Steward class to do the planting.

Education Committee:

- Tim reported that sites for pruning (Berkmar) and planting (Darden Towe) have been identified for the upcoming new Tree Stewards class. Now we need to identify a site for the invasive plant ID and treatment with field activity, which is tricky since we wish to demonstrate how to use herbicides and not all potential sites allow use of herbicides.

STATUS REPORTS

Training New Trees Stewards – Work Group Report

- Currently, plans are that class will begin on 8/7. The first class will be virtual and the and the first live class (face-to-face) would be held on August 21. The Education Committee is exploring hosting the first live class at VDoF.g
- Logistics for conducting the classes will take many volunteers and a list of needs has gone out to the committee. We will make that list available to all of CATS soon; please consider where you can help. (*See the list under New Business below.*)
- As we plan for the new class, a discussion of the timeline needed to make a go/no go decision ensued. Penny noted that promotion of the class and registration can take place simultaneously, giving us more time before having to make that decision. The Work Group will meet in mid-June and come up with its recommendation whether to proceed and then request the Education Committee's input before going to the Board for a final decision.
- The next Education Committee will meet on 4/27 at 1:00 PM so as not to conflict with the OLLI meeting earlier that day. ****Please note this is a change in date and time.****

OLLI Session

- Phyllis unable to attend. Rachel reported that all instructors have shared their outlines and will receive next steps from Phyllis. Good news is that each training team has an OLLI moderator who communicates with students, sends out links, admits to the Zoom waiting room, uploads presentations, and makes introductions; then it's up to the team of teachers.
- Tom Wild will give the opening lecture on 4/6 and the training team will present per schedule order.

Tree Basics Virtual Walks

- A number of virtual tree walks classes at McIntyre and Ivy are already online. We need to decide on goals for additional/supplement classes – what are we trying to get across educationally (to go beyond identification)?
- Peyton is still trying to gather a team to explore adding classes. Should we have a rotating class each season (like Ivy) or do we post a “canned” presentation or film an actual walk-thru? Peyton also suggested a tree walk at the arboretum at VDoF and sent out a questionnaire several months ago to help ascertain what we want to

do, but no responses. Peyton also offered to check at the UVA arts department to try to find students who might be interested in helping to develop the course.

- Tim suggested that we consider putting this effort on back burner so we can focus on the upcoming Tree Steward training class.

Zoom

- Zoom appears to be confusing personal (free) licenses with our newly-purchased Pro license and has cut off our meeting at 40 minutes. The fix is to reconnect with the link and resume the meeting; multiple times, if needed.
- Tim and Mary have done successful dry runs, but it continues to happen during live meetings. Tim is trying to find a person to talk with at Zoom. Stay tuned, but keep your links ready!

ONGOING ACTIVITIES

Photo Library Guides and Waiver Distribution

- The SmugMug Photo Library is up and running. User guides have been written for uploading and downloading and are out for demo/review/feedback and we may have a ZOOM session to go over the process and the written guidance. (The uploading and downloading guides are attached to this document. Send any feedback to Mary.) A keywords, captions and titles guidance document is being developed as well.
- Folder structure (“galleries”) has been set up; there are sample photos we’re using as placeholders for the galleries. Most photos will go into the two main sections of the library: “Education” and “Projects”. If it is unclear where to place a photo that you upload to the library, put it in the folder labeled: “To be Filed”.
- So....we need your photos! The current content includes just enough photos to allow us to create the necessary file structure. All of us who take photos need to contribute in order to make this a useable library.

Waiver Distribution

- Watch for the new, updated waiver which Libby will send out soon. It makes it clear that when you take photos of CATS events or CATS-related subjects, you do not give up your rights to ownership – you just give CATS permission to use them for CATS-related purposes without compensating us for them.

NEW BUSINESS

Tree Basics Classes

- We discussed using Zoom’s Polling capabilities to ask pre-requisite questions to help instructors and audience get to “know” each other. For example, “Have you ever planted a tree?” “Are you in an urban or rural area?” This feature is available for speakers/presenters who wish to use it.
- Do we want to ask participants to complete a Training Evaluation? We could put a (Survey Monkey) link to our evaluation in the Chat box during class. It can be a speaker/presenter option whether or not to request an evaluation, but we can have one available. As an example, please see [this link](#) from the Piedmont Master Gardeners for a class Penny recently attended.
- Tim offered to draft a post-training evaluation for review/comment. If you have any ideas for what can be included, please email Tim.

Volunteer Opportunities for Fall Tree Steward Class

- The following list has been compiled for managing the class and has been sent to the Education Committee. We will need volunteers who can get started immediately once the go/no-go decision is made. Even if we decide to postpone until next spring, we will need to get rolling. A volunteer request letter will be developed and sent out to the entire membership in the near future.

Below is a brief outline and list of the volunteer opportunities for your consideration that we hope to fill.

Last Day: Graduation: Class Coordinators lead it with Barbara handing out diplomas; ten or twelve volunteers needed for table activity (collect feedback on class help class members decide where they fit in as new members)

Team Leaders: Pruning, Planting and Invasives - need 10 Team Leaders for each activity (will train)

Promotion Penny may wish to have some help with promotion, registration, communication with registrants and associated activity

Class Materials Coordinator: One person

Snack/Beverage Coordinator with one or two volunteers assisting

Walk Day Volunteers: need a few volunteers to keep groups together

Room Set Up: first and last day and table exercise day - need several volunteers

Check-in Team: two or three volunteers each activity day (7 days)

Class Coordinator(s): need two so there is a backup.

Presenters scheduled at this time:

Activity Day Presenters:

Day 1: Tree ID walk: Emily, Tom and Ellen Page (maybe one more person) lead walks

Day (?) Pruning: Tim and co-lead?

Day (?) Planting: Allen and co-lead?

Day (?) Invasives: Tim or William, and co-lead?

Day (?) Forest Succession walk: David Powell

Day (?) 2nd Tree ID walk day: Emily, Tom

Respectfully submitted by Pam Dorland.