

Extension Education Committee Minutes

Date of Meeting: December 9, 2019

Meeting called to order by: Zastrow called the meeting to order at 8:33 a.m.

Members Present: Herbst, Kannard, Kelly, Roberts and Zastrow were present.

Members Absent: None

County/Extension Staff Present: Kara Loyd, 4-H Coordinator; Kim Buchholz, Administrative Specialist; Chrissy Wen, Area Director.

Others Present: None

Certification of Open Meetings Law: The agenda has been duly posted and the door is open.

Public Comment: None

Roll Call (establish a quorum): Quorum present.

Approval of Agenda for Possible Rearrangement: Motion by Herbst, seconded by Kannard, to approve the agenda as printed. Motion approved.

Approval of November 11, 2019 Meeting Minutes: Motion by Kannard, seconded by Herbst, to approve the November 11, 2019 meeting minutes. Motion approved.

Communications: None

Review of 2019 Departmental Budget: Committee was given a copy of the current 2019 budget report, January through October 2019. Discussion occurred. Wen explained that although there are a number of account line items where the percentage overage looks very large, in dollar amounts it is small. Wen reported the 2019 budget is on track.

Discussion and Approval of the 2020 Extension Educator Contract: Committee members received a copy of the proposed contract in their agenda packet. Wen stated the contract wording is the same as last year. A couple changes are there is a flat fee for educators to provide equality (fee for service) within the organization and position titles were updated. Discussion occurred. FoodWise is funded differently so it is not in the contract. The Area Director position is fully funded by the University and not included in the contract. The Community Educator is a fully County funded position; the \$25,000 includes both wages and benefits for the .3 position. Motion by Kannard, seconded by Roberts, to approve the 2020 Extension Educator contract. Motion approved. Each committee member signed the contract.

Discussion of Monthly Educator Reports – Kara Loyd (4-H),

- Wen stated that Georgson and Chmielewski submitted their written reports for the committee to review. Please feel free to reach out to either of them with any questions.
- Loyd reviewed her written report for the committee. She thanked the committee for allowing her to attend the National Association conference last month; it was a very valuable professional development experience. A new family meeting was held with close to 50 attendees; many with younger youth in the program. The Cloverbud Program will be a focus for this next year. Volunteer management continues to be a priority; Loyd has held a Leader's Board orientation as well as new volunteer trainings. Loyd is working hard to finalize camp plans for 2020 and 2021 and gearing up for Officer Training on Saturday.

Adjourn – Motion by Kannard, seconded by Herbst, to adjourn at 9:05 a.m. Motion approved.

Next Scheduled Meetings: January 13 and February 10, 2020.

Minutes recorded by Kim Buchholz, Administrative Specialist