

**Jefferson County University Extension Education Committee**  
**July 14, 2008**

**Call to Order** - Chairman Greg Torres called the meeting to order at 8:31 a.m.

**Roll Call** – Committee members Ron Buchanan, Mike Burow, and Robert Yachinich. Quorum established. John Kannard joined the meeting at 8:36 a.m.

Staff present: Ken Bolton, Joe Bollman, Kathleen Eisenmann, and Gail Roberts. Also present were Sharon Schmeling, County Board Chair, Gary Petre, County Administrator, Carlton Zentner (Interested Citizen), Phil Ristow and Richard Pederson.

**Certification of Compliance with the Open Meetings Law**

Meeting posting was certified in accordance with Open Meeting Law requirements.

**Approval of the Agenda for Possible Rearrangement** - Torres suggested that Number 12 on the agenda be moved to Number 9. There were no objections. Motion to approve agenda by Buchanan; seconded by Kannard. Motion approved.

**Approval of Minutes from June 9, 2008 Minutes**

Motion to approve June 9, 2008 minutes made by Buchanan; seconded by Kannard. One correction was cited. Motion to accept minutes as corrected unanimously approved.

**Citizen Input and Comments** – None

Carlton Zentner arrived at 8:35 a.m.; Dick Pederson arrived at 8:36 a.m.; Phil Ristow arrived at 8:37 a.m. and Sharon Schmeling arrived at 8:39 a.m.

**Monthly Educational Program Report** - Joe Bollman, Crops & Soils Agent, gave an in-depth presentation on his position and answered questions from the Committee. Next month Ken Bolton will speak on his position.

**Report from WACEC Meeting** – Torres and Roberts reported on their attendance at the WACEC meeting and entertained questions and comments from the Committee and others in attendance.

**Budget Timeline** - Eisenmann reported on progress in preparing the budget.

**Clientele Contact by Committee Process** – Phil Ristow addressed the Committee on some of the issues involved in this subject. Discussion followed. Ken identified options that Committee members may use to measure clientele satisfaction. They include: 1) a mass mailing to request clientele permission to provide Committee members with personal contact information; 2) Random contact of constituents by County Board supervisors; 3) Agents ask clients individually to contact Committee members; 4) Clientele attend and report at the Committee meetings; and 5) Agent reports and clientele feedback.

**Committee Background Paper Review** – The Committee reviewed and discussed the revised version of the document. Motion to approve revised Committee Background Paper by Buchanan; seconded by Burow. An amendment to the revised document was made. Motion by Kannard to amend the document to include “or Team Leader”; seconded by Burow. Amended motion approved.

**Committee Meeting Procedures** – The Committee meetings will return to Room 12. Roberts asked for clarification on attendance by agents at Committee meetings.

**Identify Next Meeting Dates and Possible Agenda Items** - Tentative Upcoming Meeting Dates – August 11, September 8, 2008

**Adjournment** - Motion to adjourn by Buchanan; seconded by Burow. Meeting adjourned at 9:38 a.m.

Respectfully submitted,

Ron Buchanan, Secretary