

UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: May 12, 2014

Meeting called to order by: Steve Grabow called the meeting to order at 8:30 a.m.

Members Present: Borland, Babcock, Hartz, Morse, Murley

Agents Present: Eisenmann, Georgson, Grabow and Torbert

Also present: No others were present.

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

Election of Officers: Steve Grabow presided over the election of Committee Chair. Glen Borland and Paul Babcock were nominated. A paper ballot election was conducted. Paul Babcock was elected. Paul Babcock presided over the election for Vice Chair and Secretary. Ed Morse was elected Vice Chair and Peter Hartz was elected secretary.

Approval of Agenda for Possible Rearrangement: None

Approval of April 14, 2014 Meeting Minutes: Motion was made by Borland and seconded by Babcock that the minutes of the April 14, 2014 meeting be approved as drafted. Motion approved: 5-0

Communications: In reference to Item 12, 2014 State WACEC Conference. It was explained to the committee that this is a budgeted item within the departmental annual budget. If committee members are interested in attending, please contact Sarah by June 10th.

Citizen Input and Comments: None.

Item: Orientation of Committee Members

Grabow handed out an orientation booklet to committee members. Please refer to attached handout for the information provided. Grabow reviewed with the committee the member roles, information, why/how Land & Water is connected with Extension and purpose of committee.

Item: Update on Support Staff Hiring Process

Torbert updated the committee on the hiring of the support staff positions. Kim Buchholz was hired on March 1 and Stephanie Rudey will start on Monday, May 19th.

Item: 2014 Budget Update

Georgson reported to the committee that the budget is where we need to be; we are on track for 2014.

Item: Agent Reports

Grabow provided an overview on how monthly agent reports to the committee are handled. Eisenmann, Grabow and Torbert's monthly reports were sent electronically to the committee. Georgson handed out his report in hard

copy to the committee members. Review and highlights from monthly reports were provided in the following order: Torbert, Georgson, Eisenmann and Grabow. Heroin abuse – preventative actions are based on education, policy decisions.

Item: 2014 State WACEC Conference – June 23 & 24, Eau Claire, WI

Grabow invited members of the committee to attend the 2014 State WACEC Conference in June. The conference will be held in Eau Claire this year. A flyer was distributed with the agenda packet.

Upcoming Agenda Items and Meeting Dates: The next meeting of the committee will be on June 19, 2014.

Adjournment: A motion was made by Borland, seconded by Murley, to adjourn the meeting at 10:10 a.m.

Motion passes: 5-0

Secretary