

Shawnee County Extension Executive Board Meeting Minutes
Tuesday, December 13, 2022
(Meeting conducted remotely using Zoom)

1. Angela Dake, Chair, called the meeting to order at 5:32pm
2. Barbara Coultis, Secretary, called roll. Members present: Angela Dake, Laura Moore, Barbara Coultis, Linda Croucher, Brian Bayless, Molly Drimmel, Christi McKenzie, Dave Bartels
3. Agenda items – no additions/deletions
4. Public Comment - none
5. Communications – none
6. Consent Agenda Items
 - a. Reading and approval of November board minutes
 - b. Treasurer's report
Net Balance from last report: \$756,972.00
Bank deposits this month: \$3,222.42
University checks received this month: \$4,819.38
Total receipts: \$765,013.80
Total expenditures: \$49,706.01
Net Balance this month: \$715,307.79
7. Reports
 - a. PDCs – no reports
 - b. Agent Report– Grace Wiens, 4-H Youth Development Agent
Grace reported that 118 youth are currently enrolled (20% are first timers), Achievement Night went well (6 Key awardees), 6 youth attended KYLF, January Jamboree will be a bit different this year, a Livestock field trip is coming up, and we are planning on having two summer interns.
 - c. Director Report – Candis Meerpohl
New Board member training is Dec. 28th from 6-8pm. Our joint PDC meeting is January 23rd, and KSU President Linton will be joining us for the first hour and dinner. We are eating at 5:30pm and the meeting will start at 6:00pm. If you are going off the Board, you have one more meeting. Current Board members will come to the first part of the January board meeting. You will conclude the business of the 2022 year, adjourn and the new board will call to order to begin the 2023 year.
8. Unfinished Business - none
9. New Business
 - a. Laura moved to approve the consent agenda. Linda seconded. Motion passed.
 - b. Linda moved to approve of annual audits by Extension Related Groups (4-H groups Dover, Auburn, Riverside, Grove, Indian Creek, 4-H Exchange, and Deer Trail). Christi seconded. Motion passed.
 - c. Laura moved to accept the Excellence in Board Leadership results of the Qualtrics survey completed by Board Members prior to this meeting and discussed during the meeting. Brian seconded. Motion passed.
 - d. Laura moved to cast our vote for Michael McDermott, Barbara Coultis, and Chuck Voelker for the State Extension Advisory Council elections. Christi seconded. Motion passed.
10. Linda moved to go into Executive Session for 15 minutes, with Candis, to discuss non-elected personnel. Christi seconded. Motion passed. (Executive session lasted from 6:10pm to 6:25pm)
 - A.) Barbara moved to give Caroline Seals a 4% raise. Laura seconded. Motion passed.
 - b.) Laura moved to give support staff a holiday stipend of \$250 each. Linda seconded. Motion passed.
 - c.) Linda moved to allow Joanne Domme to assist the Douglas County Extension Office with their bookkeeping, and to raise her pay as discussed in Executive Session. Dave seconded. Motion passed. Note: Douglass County will reimburse our office for time worked and mileage.
11. Brian moved to adjourn. Molly seconded. Motion passed.

Next Meeting January 10th
2022 Board at 5:30pm
2023 Board Immediately Following
In Person in Extension Meeting Room