

AGENDA

Shawnee County Extension Executive Board Meeting
TUESDAY, JANUARY 13, 2026
Immediately following the 5:30pm Board Meeting
Extension Meeting Room

2026 Board

1. **Call to Order** – Twyla Hernandez, Board Chair
2. **Roll Call** – Mary Tyler, Secretary
3. **Board Orientation:** Board Organizational Meeting Module
Extension Agent Intros, Memorandum of Understanding Summary
Responsibilities and Duties of the Extension Board
Kansas Open Meetings Act/ Kansas Open Records Act
Extension Extramural Funds Policy
Generally Accepted Accounting Procedures (GAAP) Waiver Resolution
Professional Scheduling Policy for Agents

New Business:

4. Designate a bank for Extension Council funds.
Silver Lake Bank is our current official bank.
5. Adopt GAAP Waiver Resolution for 2026
6. Adopt Extension Council Holiday Schedule for 2026 we can chose between the Kansas State Holiday Schedule and the Shawnee County Holiday Schedule
7. Review 2026 budget (No Action Needed, A Change to the budget after county approval in September would have to go through K-State and County Commissioners)
8. Authorize Electronic Funds Transfer for Joanne Dommer, bookkeeper and Candis Stiles, County Ext. Director
9. Set monthly meeting dates and times *We have been meeting on the 2nd Tuesday of the month at 5:30pm.*
10. Identify two board members to serve on Shawnee County Extension Foundation
11. Consider bank Request for Bid (RFB) for Extension Council Banking Services due on Feb. 27th, 2026 for March Board meeting.
13. Adjourn

Announcements

Joint Program Development Committee (PDC) Meeting: Monday, Jan 26, 6:00pm – 8:00 pm

Next Board Meeting: February 10, 2026, 5:30 pm zoom.

Meal prepared by Candis Stiles