

Shawnee County Extension Executive Board Meeting Minutes
Tuesday August 11th, 2026, 5:30pm

- 1.** Twyla Hernandez, Board Chair called meeting to order at 5:30 pm
- 2.** Roll call - Mary Tyler, Secretary. Members present Angela Dake, Barbara Coultis, Chad Bullock, Christi McKenzie, Jill Rice, Laura Moore, Lisa Pfannenstiel-Garrison, Mary Tyler, Twyla Hernandez.
- 3.** Agenda items – additions/deletions/approval None
- 4.** Public Comment – Sara Thomas
- 5.** Communications – Terrie Casey Resignation Letter effective 7/31/26, Joanne Domme Retirement Notification effective 9/30/26
- 6.** Consent Agenda Items
 - a. Review and/or Corrections of July minutes - None
 - b. Treasurer's report By Laura Moore Net balance \$817,421.29, Bank deposit \$177,762.10, University checks received \$9,284.07, Total receipts \$1,004,467.46, Total expenditure \$83,320.12, Net Balance \$921,147.34.
 - c. CD Interest Rate Report and authorization for Candis to negotiate a rate for Council CD maturing on August 16th I have negotiated a 4% rate for a year with Silver Lake bank and my proposal is to add Extension Council funds to our expiring CD about 108,000 to bring up to 125,000 for the new CD.
- 7.** Reports
 - a. PDCs – FCS met
 - b. Agent Report– None
 - c. Director Report – Candis Stiles-Budget Update and Extension Office Space Update. The commissioners tabled the original management agreement with Endeavor Hotels for one week and directed the County Counselor to write an amendment for the Extension Office. The amendment protects us from the agreement for as long as we are in our current space. The amendment also says the county will work to move us to a comparable or better space. There is no timeline for that move, and I have asked for a "Move Steering Committee", there has been no committee named yet. The Commissioners approved our preliminary budget request. Nothing is final until after the public hearing on Sept. 3rd. The board needs to discuss if they want to fill our Ag Agent position as we have in the past or if there is any discussion about changing the job description to better reflect what the public asks of this position. Camryn Frisby, 4-H Summer Intern, has agreed to stay on with the 4-H office through the end of the year.

d. County Fair Report- Grace Wiens, 4-H entries up from last year, almost 2,000 entries at the county fair this year.

e. Barbara gave a SEAC (state extension advisory council) report

f. Atalie Tompkins is looking for VITA volunteers.

8. Board Leadership – Program Development—The Role of the Board

9. Unfinished Business - None

10. New Business

a. Motion to approve the consent agenda Christi McKenzie made a motion to approve the consent agenda, Angela Dake second, motion carried.

b. Consider opening the Ag and Natural Resources position. Lisa Pfannenstiel-Garrison made a motion to send it to personnel community to discuss more, Barbara Coultis seconded, motion carried.

c. Review staffing model for Extension Office Candis will present a position description for the Communications and Outreach Coordinator. Angela Dake made motion to approve the Communications and Outreach Coordinator position with changes Chad Bullock seconded, motion carried.

d. Chad Bullock made motion to approve Lori King to be trained to become the office bookkeeper, Jill Rice seconded, motion carried.

11. Adjournment Barbara Coultis made a motion to adjourn, Jill Rice seconded, motion carried.

Next Board Meeting: Tuesday, September 8th 5:30 via zoom

Mary Tyler Secretary

Twyla Hernandez Board Chair