AGENDA
EXECUTIVE BOARD MEETING
TUESDAY, JANUARY 14, 2020
EXTENSION MEETING ROOM
5:30pm Meal/ 6:00pm Meeting

2020 Board
1. **Call to Order** – Amy Miller, Board Chair
2. **Roll Call** – Tracey Taylor, Secretary
3. **Board Orientation:** Board Organizational Meeting Module
   Handouts:
   Memorandum of Understanding Summary
   Responsibilities and Duties of the Extension Board
   Kansas Open Meetings Act
   Extension Extramural Funds Policy
   Generally Accepted Accounting Procedures (GAAP) Waiver Resolution
   Professional Scheduling Policy
4. Designate a bank for Extension Council funds.
5. Adopt GAAP Waiver Resolution for 2020
6. Adopt Extension Council Holiday Schedule for 2020
7. Review 2020 budget
8. Authorize Electronic Funds Transfer for bookkeeper and County Ext Director
9. Set monthly meeting dates and times
10. Identify two board members to serve on Shawnee County Extension Foundation
11. Announcements – Reminder
12. Executive Session
13. Adjourn

*Joint Program Development Committee (PDC) Thursday, Jan 30, 5:30 meal, meeting @ 6:00 p.m. (Done by 7:30 pm)*
*Next Board Meeting: February 11, 2020, 5:30 p.m meal; meeting @ 6:00 pm*