

Shawnee County Extension Executive Board Meeting
TUESDAY, April 13, 2021
Minutes

1. Angela Dake called the zoom meeting to order at 5:30pm.
2. Barbara Coultis called roll. Board members present: Angela Dake, Laura Moore, Barbara Coultis, Linda Croucher, Brian Bayless, Molly Drimmel, Alan Stahl, and Eric Tolbert.
3. Agenda items – No additions or deletions
4. Public Comment - None
5. Communications – None
6. Consent Agenda Items
 - a. Reading and approval of March minutes
 - b. Treasurer’s report

Net Balance from Last Report: \$619,150.88
Bank Deposits this Month: \$3958.66
University Checks Received this Month: \$5,162.32
Total Receipts this Month: \$628,271.86
Total Expenditures this Month: \$51,146.45
Net Balance this Month: \$577,125.41
7. Reports
 - a. PDC Reports

The 4-H PDC met on April 6, 2021 and discussed proposed fair updates.
The Community Development PDC met on March 25, 2021, where Nancy Daniels, KSRE Community Vitality Specialist, highlighted the various programs that have been developed to support community vitality programming. The group also got to welcome Candis, who will be the agent served by the Community Development PDC when she moves into the director position.
 - b. Agent Report -- Cindy Evans, Director, gave a presentation (Wrapping Up a Long Career) about her work highlights.
 - c. Director Report -- Cindy reviewed of Board Excellence Survey results which indicated the following areas that could be improved:
 - Board membership reflects the community’s makeup. Members have a combination of skills to carry out their work.
 - Regularly communicates K-State Research and Extension program outcomes with stakeholders, funders and the public.
 - The board ensures that PDCs are reviewing the parity statistics annually and strategically planning efforts to reach underserved and at-risk audiences.
 - The board appoints individuals to PDCs who are not otherwise represented.
 - Helps new agents become acquainted with the community.

8. Board Training

- a. Cindy spoke about the budget committee's proposed 2022 budget request. They recommended asking for a flat budget.
- b. Cindy led Board members through a required Hiring Module in preparation for interviewing candidates for a new 4-H agent. Following the training, board members were instructed to sign the Ethics and Confidentiality Commitment (emailed with the board meeting materials) and return to Joanne Domme by April 23.

9. Unfinished Business - None

10. New Business

- a. Eric moved to approve the consent agenda. Laura seconded. Motion passed.
- b. Laura moved to approve the 2022 Budget for submission to the Shawnee County Audit/Finance Director. Linda seconded. Motion passed.
- c. Alan moved to approve all the proposed fair book rule changes, including allowing the rabbit show. Brian seconded. Motion passed.

- 11.** Eric moved to adjourn the meeting. Brian seconded. Motion passed. Adjourned at 6:33pm

Next Board Meeting: Tuesday, May 11th

We will interview for a new 4-H Agent at the May meeting. It is likely to be a bit long, and it is possible it might be a face-to-face meeting. Watch for further emails.

Barbara Coultis, Secretary

Angela Dake, Chair