

Shawnee County Extension Executive Board Meeting Minutes
Tuesday, June 13, 2023

1. Christi McKenzie called the meeting to order at 5:43PM
2. Twyla Hernandez, secretary, called roll call. Members present: Mary Blubaugh, Barbara Coultis, Angela Dake, Twyla Hernandez, Christi McKenzie, Sherri Scheideman, Mary Tyler.
3. Agenda items: Candis Meerpohl added item E to new business for tech purchase to replace the 4-H program assistant computer and Director's second monitor.
4. Public Comment- None
5. Communications – Letter from Leroy Russell asking to take the 4-H Exchange youth to Texas (will vote on in new business)
6. Consent Agenda Items:
 - a. Reading and approval of May minutes. The minutes were sent out by email prior to the meeting for review.
 - b. Treasurer's report: Barbara Coultis
Net balance from last report: \$781,435.68
Bank deposits this month: \$5,777.46
University checks received this month: \$5,717.38
Total receipts: \$792,927.52
Total expenditures: \$60,141.87
Net Balance this month: \$732,785.65
7. Reports
 - a. PDCs – Grace Wiens reported the 4-H PDC voted by email and it was approved to the 4-H Exchange to travel.
Sherri Scheideman reported for Community and Vitality that Candis taught leadership classes and will hold more in October.
 - b. Agent Report- Susan Fangman reported on the VITA Program (Volunteer Income Tax Assistance) program.
 - c. Agent Report- Leroy Russell reported Tractor Safety just finished up. The Shawnee County 4-H Exchange will have 9 youth (ages 14-19) and 2 chaperones going to Nueces County in Texas.
 - d. Director Report – Candis Meerpohl reported the new phones have arrived. They will be installed and switched over on the 22nd. Our budget hearing is July 6th at 3:30pm. At this time only Christie, Joanne and Candis will be attending. The public hearing is August 21st and if Candis needs board members to attend and speak for Extension (based on the commission meetings) she will send out an e-mail) Please mark your calendar the annual meeting will be Nov. 8th, in Rossville.
 - e. Any other reports: None
8. Board Training- Candis Meerpohl presented a video on Program Development.
9. Unfinished Business: None
10. New Business

- a. Sherri Scheideman moved to approve the consent agenda items. Seconded by Barbara Coultis. Motion passed.
- b. Angela Dake moved to approve the letter from Leroy Russell regarding the traveling of the 4-H Exchange to Nueces County, TX. Seconded by Mary Blubaugh. Motion passed.
- c. Approval of Extension Volunteers: Grace Wiens presented the list of new/renewal Extension volunteers that have completed VIP training. It was moved by Twyla Hernandez to approve the volunteers. Seconded by Sherri Scheideman. Motion passed.

Stevens, Cindy -	04/25/2023 9:16:00 AM	Complete
Buscher, Sharon Katherine	04/17/2023 3:00:00 PM	Complete
Mitts, Amy Louise	04/17/2023 2:57:00 PM	Complete
Thompson, Melissa Nicole	04/17/2023 2:56:00 PM	Complete
Oliver Desch, Alice Ann -	04/17/2023 2:40:00 PM	Complete
Schulz, Ian JamesAndrew Gooch	04/17/2023 2:39:00 PM	Complete
Curtis, Judy Louise	04/17/2023 2:35:00 PM	Complete
TILLOTSON, LISA Michelle	04/17/2023 2:31:00 PM	Complete
Schulz, Shirley Dee Gooch	04/17/2023 2:26:00 PM	Complete
Cremer, Judith Ann	04/17/2023 2:23:00 PM	Complete
Kelley, Cindy Marie	04/17/2023 2:23:00 PM	Complete
Dillingham, Edward Wayne	04/17/2023 12:56:00 PM	Complete
Arb, Denise Marie	04/17/2023 12:55:00 PM	Complete
Louderback, Misty Dawn	04/17/2023 12:54:00 PM	Complete
Burgess, Megan Leigh Chalfant	05/26/2022 11:21:00 PM	Complete
Biggs, Emma Claire	05/12/2022 8:25:00 AM	Complete
Weber, Shannon	04/01/2022 12:42:00 AM	Complete
VanLeeuwen, Jay Aloysius	04/01/2022 12:39:00 AM	Complete
Russell, Christine	04/01/2022 12:34:00 AM	Complete
Poling, Jeremy	04/01/2022 12:32:00 AM	Complete
Krainbill, Laura	04/01/2022 12:31:00 AM	Complete
Fox, Brett	04/01/2022 12:29:00 AM	Complete
Thomas, Sara R	04/01/2022 12:27:00 AM	Complete
Swanson, Jodi L	04/01/2022 12:26:00 AM	Complete
Johnston, Amy J	04/01/2022 12:22:00 AM	Complete

Studebaker, Jamie L	04/01/2022 12:21:00 AM	Complete
Jackson, Jennifer Lynn	04/01/2022 12:18:00 AM	Complete
Chockley, Joell Lyn	04/01/2022 12:16:00 AM	Complete
Biggs, Patricia Ann	04/01/2022 12:11:00 AM	Complete
Smith, Megan Elizabeth	03/09/2022 11:00:00 AM	Complete
Perkuhn, Thomas Wayne	03/09/2022 10:58:00 AM	Complete

- d. Approval of a proposed 2024 Extension Council Budget: Candis Meerpohl presented on behalf of the budget committee who met on April 26th and approved the draft presented tonight in late May. It was moved by Mary Tyler and second by Angela Dake to accept the budget. Motion passed.
 - e. Candis Meerpohl would like the board to consider a technology purchase of a computer for the 4-H program assistant and a 2nd Monitor for the director. Both items are quoted at \$1,139.10 and would come from our equipment line item that is currently ahead of budget by \$1,867 for the year. It was moved by Twyla Hernandez and seconded by Angela Dake to approve the purchasing of a new computer and monitor. Motion passed.
- 11.** Twyla Hernandez moved to adjourn the meeting. Seconded by Barbara Coultis. Motion passed.

Office will be closed June 19th and July 4th

Next Board Meeting: Tuesday, July 11th 5:30pm via zoom

Twyla Hernandez, Secretary

Christi McKenzie, Board Chair