

Shawnee County Extension Executive Board Meeting Minutes
Tuesday November 12th, 2024, Extension Meeting Room

- 1.** Sherri Scheideman, Board Chair called meeting to order at 5:46pm
- 2.** Roll call - Mary Tyler, Secretary. Members present Angela Dailey, Christi McKenzie, David Anderson, Jill Rice, Laura Moore Mary Blubaugh, Mary Tyler, Rick Miller, Sherri Scheideman
- 3.** Agenda items – Addition/deletions/approval - None
- 4.** Public Comment None
- 5.** Communications –None
- 6.** Consent Agenda Items
 - a. Reading of October minutes
 - b. Treasurer’s report by Laura Moore
Net balance \$724,403.71, Bank deposit \$158,646,68, University checks received \$5,589.38 Total receipts \$888,639.77, expenditures \$55,628.96, Net Balance \$833,010.81.
- 7.** Reports
 - a. PDCs – None
 - b. Agent Report–Abigail Gettinger, Ag and Natural Resources Agent
 - c. Director Report – Candis Stiles The timeline for our FCS search is as follows; Opening Jan. 2nd, Close Jan. 28th, Screen Feb 3rd and Interview Feb. 11th. All board members, a part of that process will have to take the K-State hiring module. I will share that link with the 2025 executive board. We did have a resignation of our Part Time 4-H school enrichment coordinator. Jill Foster found full time employment, so her last day was October 24th.
 - d. Any other Reports - None
- 8.** Unfinished Business - None
- 9.** New Business
 - a. Motion to approve the consent agenda Mary Blubaugh made motion to approve, David Anderson seconded, motion passed.
 - b. Do we want to renew Cap Fed CD that matures Nov. 17th Candis spoke to this. Jill Rice made a motion to put \$212,662. In Cap Fed CD for 10 months, Mary Blubaugh seconded. Motion passed.
 - c. Discussion would the board like to close the office Dec. 24th-Jan 1st to fall in line with K-State holiday closure. Days already on the County Holiday Schedule are Dec. 24th -25th and Jan 1st. It is just a benefit that the Agents get, and the support staff would be working here on their own during that time. Christi McKenzie made motion to close the office Dec.24th-Jan.1st. Laura Moore seconded, motion passed.
 - d. Possible Equipment purchase, Owl Expansion Mic \$300. David Anderson made a motion to approve the purchase of the Owl Expansion mic. Angela Dailey seconded, Motion passed.
- 10.** Executive Session-Discussion of Non-Elected Personnel led by Personnel committee. Christi McKenzie made a motion to go into executive session for 30 minutes starting at 6:36pm and inviting Candis to stay. Rick Miller seconded, motion passed. Laura Moore made motion to have an additional 5 minutes in executive session, David Anderson seconded, motion passed.
- 11.** Laura Moore made a motion to approve the Agent Performance ratings and pay increase of 5% increase in pay. Angela Dailey seconded, motion passed.

12. David Anderson made a motion to approve the Salary increase for support staff as recommended by the personnel committee for 2025. Jill Rice seconded, Motion passed.

13. Adjournment David Anderson made a motion to adjourn, Laura Moore seconded, motion passed

Next Board Meeting: Tuesday December 10th, 5:30pm Zoom.

Mary Tyler Secretary

Sherri Scheideman Board Chair