

**Shawnee County
Extension Board Meeting Minutes
Tuesday, May 8th, 2018**

Order of Business

1. Call to order at 6:05 PM by Chairperson Chad Bullock

2. Roll call by secretary Amy Miller

Board members present: Chad Bullock, Karen Perkuhn, Amy Miller, Michael Meyers, Luanne Webb, Bill Layes, Tracey Taylor, Bill Brown, Staff present: Director Cindy Evans, Ariel Whitely-Noll, Lisa Martin, Candis Meerpohl, Leroy Russell

3. Agenda items – additions/deletions/approval

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 - \$533,687.60; Total Expenditures this Month- \$56,520.29

Net balance this Month- \$646,357.61 Bill made a motion to accept the Consent Agenda. Karen Seconded the motion. Motion passes.

7. Reports

a. PDCs- Karen Perkuhn updated the committee on the 4-H PDC meeting April 23rd. Suggestions were made for grievance processes, approval of Fair changes, guidelines for families.

b. Agent Report– Lisa Martin, EFNEP

Expo Advisory Board & County commission approve the teaching community garden. Plans are 2018 test plots, 2019 raised gardens, 2020 add a teaching garden for children. Looking for grants and corporate support.

c. Director Report – Cindy Evans

Betty Greiner toured Shawnee County Research & Extension's office space.

Budget hearing with County Commissioners is Monday July 9th in the Commission Chambers.

July 10th is our Extension Executive Board meeting. Thursday, July 12th we present our 2nd budget and commissioners acknowledge the receipt of our prepared budget.

June 1st Jon Shallert will be presenting a marketing workshop in the Maner Conference Center. This is being sponsored in part by Shawnee StartUps.

Save the evening of May 24th- ZOOM Partnership meeting with Gregg Hadley, Associate Director for KSRE. Invitation will be emailed; you can participate from your computer at home 7-8:30 PM May 24th. You can also attend in person at the Extension Office. Cindy will set up the meeting in the downstairs conference room.

D.Other

8. Board Leadership Development – Performance Review (postponed)

9. Unfinished Business

a. Update on proposals for office renovations/updates

Cindy presented a proposal for updates in stages with a budget and a bid from a contractor.

10. New Business

a. Approval of the 2019 Budget to submit to County Commission by May 15.

Michael made a motion to approve the 2019 Budget to submit to the County Commission.

Karen seconded the motion. Motion Passes.

b. Review policy proposed by 4-H PDC for guidelines in selecting a grievance committee for the county fair.

Karen made a motion to accept the changes to the grievance committee to not have fair board members or their immediate family serve on the grievance committee. Bill seconded the motion. Motion passes.

Candis will email the changes to the fair board and let them know we are open to public comment at our Executive Board meeting.

C. Approval of proposed office upgrades

Mike made a motion to approve \$5,000 for cabinets, flooring, & labor for the upstairs meeting room to take in account a second bid from Ball Cabinets. Bruce seconded the motion. Motion passes.

D. Candis brought 2 volunteer applications that needed approval for youth volunteers.

Karen made a motion to accept Molly Biggs & Rachel Woodbury for Youth Volunteers. Luanne seconded. Motion passes.

11. Adjournment

Karen made a motion for adjournment. Tracey seconded. Motion Passes.

Amy Miller, Secretary

Chad Bullock, Chairperson

****Some boards establish an item under new business called Consent Agenda and include such items as approval of minutes, treasurer's report, and other routine business items. The motion to approve the consent agenda results in approval of these items.**