

Shawnee County
Extension Board Meeting Minutes
Tuesday, June 12, 2018

Order of Business

1. Call to order 6:02 PM – Chad Bullock, Board Chairman
2. Roll call – Amy Miller, Secretary
Chad Bullock, Karen Perkuhn, Amy Miller, Michael Meyers, Luanne Webb, Bill Layes, Tracey Taylor, Bruce Brown, Cindy Bervert (absent)
Director-Cindy Evans, Ariel Whitely-Noll, Lisa Martin, Leroy Russell, Susan Fangman

3. Agenda items – additions/deletions/approval

4. Public Comment - None

5. Communications - None

6. Consent Agenda Items**

a. Reading and approval of May minutes

b. Treasurer's Report

Net balance from Last Report - \$646,357.61

Total Expenditures this Month- \$53,962.40

Net balance this Month- \$600,731.35

Karen moved to accept the consent agenda, Luanne seconded the motion. Motion passes.

7. Reports

a. PDC Reports – 4-H PDC met to find ways to keep new families in 4-H.

b. Agent Report – Ariel Whitely-Noll, Horticulture Agent

Ariel updated the Extension Board on the final sales of the Master Gardener Plant Sale with a net profit of \$12,680.62. She also covered the Facebook statistics and activities that they are working on to increase exposure including Facebook Live video.

c. Director – Cindy Evans

Cindy updated the Extension Board on the K-State Partnership Zoom meeting

a. Highlights from Partnership Zoom meeting with Gregg Hadley

Gregg Hadley covered budget updates that might include another budget call back this fall, staffing changes. Paula Peters covered programming with a purpose

b. Update on 2018 Budget Request. Year to date we have spent \$13,000 less compared to last year and employer contribution is down \$3000. We do expect to have vehicle expenditures this year.

Commission meeting schedule:

July 5th Officially “File” the budget with commissioners

July 9th Commission – Commissioners will “consider” the budget & likely reject

July 9th Official Budget Hearing, 1:00 pm

July 12th Present our 2nd budget (same or revised) to commissioners and they will acknowledge receipt

Cindy made a request for the Extension Board to attend the official budget hearing.

c. Review office updates in progress – painting by the county; cabinets in EMR Kitchen

Cindy said the updates are looking nice and only charged the cost of paint.

8. Board Leadership – Agent Performance Review process and timeline in the fall

9. Unfinished Business

a. Review bids for cabinets in downstairs breakroom

Karen made a motion to use Ball Custom Kitchen for the cabinets in the break room. Tracey seconded the motion. Motion passes.

10. New Business

a. Approval of 4-H Volunteers who have been screened.

Karen moved to approve the 4-H volunteers Terri Woodbury, Sara Thomas, Patricia Biggs, Alfred Mannell, Kyndall Rake, Patrick Biggs, Bethany Waldy, Isaiah Boutz. Bill seconded the motion. Motion passes.

b. Approve Volunteer request to drive a county vehicle (4-H Exchange).

Bill made a motion to approve the volunteer request to drive a county vehicle. Bruce seconded the motion. Motion passes.

c. Ariel has an out of state request to visit Lincoln, NE with her PFT for ideas for a Master Gardener trip. She will be driving only to Manhattan, KS then will join her PFT and travel to Lincoln, NE.

Karen made a motion to approve Ariel’s out of state travel. Tracey seconded the motion. Motion passes.

d. Permission to advertise the 4-H office professional. Part time for 1200 hours.

Fran McAdoo has been in the temporary position. We need to open it up to the public, as Fran can only be in the temporary position for 6 months.

Bill made a motion to advertise the 4-H office professional position. Bruce seconded the motion. Motion passes.

11. Adjournment

a. Karen made a motion to adjourn. Tracey seconded the motion. Motion passes.

Amy Miller, Secretary

Chad Bullock, Chairperson