Shawnee County
Extension Board Meeting Minutes
Tuesday, October 8, 2019

7:01 am  1. Call to order – Karen Perkuhn, Board Chairman
          2. Roll call – Amy Miller, Secretary

Present: Director Cindy Evans, Agent Leroy Russell; Board members: Karen Perkuhn, Dave Bartels, Amy Miller, Mike Meyers, Luanne Webb, Sherri Scheideman, Tracey Taylor, Linda Croucher

3. Agenda items – additions/deletions/approval - None

4. Extension Council Elections
   - Accept nominations from the floor
   - Close nominations

Luann moved to close nominations. Dave seconded the motion. Motion passes.

Recess meeting for purpose of elections. Tracey moved to recess until 6PM. Dave seconded the motion. Motion passes.

6:00 pm  Meeting reconvened by Chairperson – Karen Perkuhn

Roll Call by Secretary Amy Miller.

Present - Director- Cindy Evans, Agents Lisa Martin, Leroy Russell, & Susan Fangman; Board members- Karen Perkuhn, Dave Bartels, Amy Miller, Mike Meyers, Tracey Taylor, Dave Bartels, Luanne Webb, Linda Croucher, Sherri Scheideman

Additions/Deletions to the Agenda - Luanne moved to amend the agenda to allow the Bunny Bunch to speak during new business. Sherri seconded the motion. The motion passes.

5. Public Comment - None

6. Communications
   a. Amy read a letter from KSRE announcing that Joanne Domme is being recognized with the Local Unit Office Professional of the Year Award. She will receive the award at the Extension Annual Conference on October 22.

7. Consent Agenda Items**
   a. Reading of September minutes
   b. Treasurer’s Report by Cindy Evans
Net Balance from Last Report $600,525.34
Bank Deposits This Month $169,352.07
University Checks Received this Month $5,455.38
Total Expenditures this Month $90,694.37
Net Balance this Month $684,638.42
Total Savings $727,787.51

Tracey moved to accept the consent agenda. Sherri seconded the motion. Motion passes.

8. Reports
a. PDC Reports- Leroy announced 5 new programs based on the advice of his PDC. Leroy attended the National Conference in Ft Wayne, Indiana. Cindy announced that the Community Development PDC toured Hidden Hill Farms.

b. Agent Report – Cindy Evans, County Extension Director-- Cindy informed the board on the First Impressions program she shared with the Auburn City Council. They have not taken action to participate, but Cindy is hoping they will consider it a good opportunity for have volunteers from a “sister community” give a look at their community through fresh eyes. This often helps communities identify areas for targeted improvements. It is a free program that evaluates the community, retail, government, school, healthcare, etc.

Plug N Play is a business incubator and has identified Topeka for its next investment of resources to specifically target animal health related products & services.

c. Director Report– Cindy Evans shared that Facilities Department Head Bill Kroll is evaluating the carpet in the Extension Meeting Room for replacement.

d. Committees – Nominating Committee needs to set a time to meet with Cindy. The nominating committee consists of Sherri, Dave & Laura. There will be a Doodle Poll to find a date for the committee to meet.

9. Unfinished Business- None

10. New Business
A. Bunny Bunch being represented by Melissa Tillery & Brenda Immenschuh presented a petition to provide a raffle at their events for fundraising. It would begin Oct. 26th at the Auburn Community Fall Show.

Tracey moved to allow the Bunny Bunch to have a raffle at their events for fund raising. Mike seconded the motion. Motion passes.

B. Approval of Agent Action Plans for 2020.

Luanne moved to approve the Agent Action Plans for 2020. Linda seconded the motion. Motion passes.

C. Approval of Agent Professional Development Plans for 2020.

Sherri moved to approve the agent professional development plans for 2020. Tracey seconded the motion. Motion passes.
D. Approval of out of state travel request – Cindy Evans. Cindy will be traveling to Atlanta, Georgia the week of Oct 13, 2019 to attend the e-Xtension Collaborative. All expenses for the trip will be covered by Extension Administration and the Community Vitality PFT. Mike moved to approve out of state travel for Cindy. Linda seconded the motion. Motion passes.

F. 6:37 PM Linda moved to adjourn into Executive session until 7:00 pm. to consider performance reviews and salary increases for non-elected personnel. Dave seconded the motion. Motion passes.

7:02 Mike moved to extend the executive session for 20 minutes longer until 7:22 PM. Sherri seconded the motion. Motion passes.

7:22 Luanne moved to extend executive session for 15 minutes until 7:37 PM. Dave seconded the motion. Motion passes.

7:37 Mike moved to extend executive session for 10 minutes until 7:47 PM. Dave seconded the motion. Motion passes.

7:47 Mike moved to extend executive session to 5 minutes until 7:52 PM. Dave seconded the motion. Motion passes.

Mike moved to accept recommended salary changes. Tracey seconded the motion. Motion passes.

Tracey moved to gift $500 to Joanne Domme for being awarded local unit office professional of the year. Linda seconded it. Motion passes.

E. Luanne moved to close elections. Dave seconded the motion. Motion passes.

Winners for Agriculture & Natural Resources: Ronald Snoddy, Angela Dake, Toby Weber
Winners for Family Consumer Sciences: Kay Powell, Ginger Park, Molly Drimmel
Winners for 4-H Youth Development: Barbara Coultis, Twyla Hernandez, Joy Thomas
Winners for Community Development: Eric Tolbert, Brenda Schuette, David Bawden

F. Consider extending an invitation to those not elected to serve as an “Expanded Member” of the respective PDC’s.

- It is recommended Cindy offers an invitation to those not elected.

12. Adjourn

Tracey moved to adjourn. Dave seconded the motion. Motion passes.

Respectfully submitted,

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Amy Miller, Secretary                                    Karen Perkuhn, Board Chairperson