Shawnee County Extension Executive Board
Minutes
Tuesday, December 10, 2019

1. Call to order 6:04 PM by Chairperson, Karen Perkuhn.

2. Roll call by Secretary Amy Miller.
   Board members present: Karen Perkuhn, Dave Bartels, Mike Meyers, Amy Miller, Linda Croucher, Sherri Scheideman, Tracey Taylor, Luanne Webb, Laura Moore
   Director- Cindy Evans, Agents: Leroy Russell, Lisa Martin, Ariel Whitely-Noll, & Susan Fangman

3. Agenda items – additions/deletions/approval – Cindy removed from the agenda “New Business, B, Approval of 4-H Volunteers.”

4. Public Comment– None

5. Communications – Bessie Tolbert Letter of Resignation effective at the end of her contract (December 31, 2019) as Master Gardener Coordinator presented to Ariel Whitely-Noll.

6. Consent Agenda Items**
   a. Reading of November 12, 2019 minutes
   b. Reading of Annual Meeting Minutes from November 19, 2019
   c. Treasurer’s report
      Net Balance from Last Report $638,127.77
      Bank Deposits this Month $7,330.85
      University Checks Received this Month $8,183.07
      Total Receipts $653,641.69
      Total Expenditures this Month $80,906.11
      Balance in CD's and/or Savings $626,543.94

7. Reports
   a. PDCs– None met.
   b. Agent Report– Ariel Whitely-Noll, Horticulture Agent-
      Ariel updated the board on the Statewide Master Gardener Advanced Training that occurred in Topeka. Next year's program will take place in Lawrence. 14% increase in Response Line usage. Mostly repeat customers & referrals. Creation of the Backyard Patio Community garden produced 1,051 lbs. of produce that was donated. Xeriscape garden will have QR codes for education. Shawnee County Master Gardeners recorded 9,472.55 volunteer hours.
   c. Director Report– Cindy Evans updated board members on office upgrades. The cabinets in the conference room will be installed January 13, 2020. Reminder that the January board meeting will include both 2019 and 2020 board members.
      Peggy Bailey has joined extension as the new EFNEP Nutrition Assistant.
      There will be a Civil Rights Education & Review for 2020.
      Joint PDC meeting is January 30 at 5:30 pm for all 2020 Extension Council Members.
8. New Business
   
a. **Motion to approve the consent agenda.** Laura Moore moved to approve the consent agenda. Tracey seconded the motion. Motion passes.

b. **Approval of audits for Extension Related Groups** – A motion was made by Mike to approve the audits for the Extension-Related groups including Auburn 4-H, Grove 4-H, Horse Club, Indian Creek, PawPrints, Riverside 4-H, Rossville 4-H, Shawnee County 4-H Exchange, Shawnee County Extension Master Gardeners, Shawnee Riders 4-H, Shooting Sports, Silver Lake 4-H, Deer Trail 4-H, and the Shawnee County Livestock Committee. Dave seconded the motion. Motion passes.

9. **Adjournment.** Luanne moved to adjourn the meeting. Tracey seconded the motion. Motion passes. Meeting was adjourned at 6:48 pm.

   **Next Board Meeting: Tuesday, January 14th**

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   Amy Miller, Secretary                                          Karen Perkuhn, Board Chair