

**Minutes**  
**Shawnee County Extension Executive Board Meeting**  
**TUESDAY, FEBRUARY 9, 2021**

1. Meeting was called to order by Angela Dake, Board Chair at 5:30pm via zoom conference.
2. Roll was called by Barbara Coultis, Secretary. Members were asked to say which generation group they belonged to.  
Board members present: Angela Dake, Barbara Coultis, Linda Croucher, Brian Bayless, Molly Drimmel, Christi McKenzie, Alan Stahl.
3. Agenda items – additions/deletions/approval
4. Public Comment - None
5. Communications - None
6. Consent Agenda Items\*\*
  - a. Reading and approval of January minutes (2020 Board)
  - b. Reading and approval of January minutes (2021 board)
  - c. Treasurer's report

Net Balance from Last Month: \$563,119.74  
Bank Deposits this Month: \$157,975.54  
University Checks Received this Month: \$5,162.32  
Total Receipts: \$736,257.60  
Total Expenditures this Month: \$63,684.80  
Net Balance this Month: \$662,572.80
7. Reports
  - a. PDCs – None
  - b. Agent Report– Susan Fangman, Family & Consumer Sciences Agent
  - c. Director Report – Cindy Evans spoke about the process to fill her position (Local Unit Director) when she retires in April. Due to a hiring freeze, applications will only be accepted internally.
8. Board Training – Generational Differences on Community Boards. Attendees discussed how well each fit into their generation category, how different generations contributed to diversity on the Board, and how to bridge the generations.
9. Unfinished Business – None.
10. New Business
  - a. Linda moved to approve the consent agenda. Christi seconded. Motion passed.
  - b. Alan moved to approve to the audit of Indian Creek 4-H club. Brian seconded. Motion passed.
  - c. Brian moved to set October 12 as date for Board meeting, elections, salary discussion and agent performance reviews elections. Linda seconded. Motion passed.
  - d. After a review of the Local Unit Director position description – Linda moved to open the position of Shawnee County Extension director to hire from an internal search and to fill any position that comes open as a result. Barbara seconded. Motion passed.

- e. Established membership of Budget, Personnel and Nominating committees as follows. (Laura and Eric are to be assigned later.)  
Budget committee – Angela, Linda,  
Personnel – Angela, Barbara, Alan, Brian  
Nominating – Angela, Christi, Molly  
*(Note: After board meeting, Eric agreed to serve on the Nominating committee and Laura agreed to serve on the budget committee.)*

- 11.** Alan moved to adjourn the meeting and Christi seconded. Motion passed.

**Next Board Meeting: Tuesday, March 9<sup>th</sup> at 5:30pm**

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**Barbara Coultis, Secretary**

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**Angela Dake, Chair**