

AGENDA

Shawnee County Extension Executive Board Meeting
TUESDAY, JANUARY 10, 2023
Immediately following the 5:30 Board Meeting
Extension Meeting Room

2023 Board

1. **Call to Order** – Christi McKenzie, Board Chair
2. **Roll Call** – Twyla Hernandez, Secretary
3. **Board Orientation:** Board Organizational Meeting Module
Handouts available in your Board Notebook:
Memorandum of Understanding Summary
Responsibilities and Duties of the Extension Board
Kansas Open Meetings Act/ Kansas Open Records Act
Extension Extramural Funds Policy
Generally Accepted Accounting Procedures (GAAP) Waiver Resolution
Professional Scheduling Policy for Agents

New Business:

4. Designate a bank for Extension Council funds.
Silver Lake Bank is the official bank and we are in year two after completing an RFP process in 2019.
5. Adopt GAAP Waiver Resolution for 2023
6. Adopt Extension Council Holiday Schedule for 2023
7. Review 2023 budget
8. Authorize Electronic Funds Transfer for bookkeeper and County Ext. Director
9. Set monthly meeting dates and times
10. Identify two board members to serve on Shawnee County Extension Foundation
12. Adjourn

Joint Program Development Committee (PDC) Monday, Jan 23, 5:30pm – 8:00 pm

Next Board Meeting: February 14 2023, 5:30 pm via zoom.