

Shawnee County Extension Executive Board Minutes
Tuesday, July 13, 2021
5:30pm Meal
6:00pm Meeting

Order of Business

1. Call to order – Angela Dake 6pm
2. Barbara Coultis called roll. Board members present: Angela Dake, Barbara Coultis, Linda Croucher, Christie McKenzie, and Alan Stahl.
3. Agenda items – additions/deletions/approval
Two additions to new business were made: item under “G” accepting use of trailer, and “H” insurance
4. Public Comment - none
5. Communications (attached letters) – Barbara read Brenda Schuette’s resignation from the Shawnee County Extension Council (Community PDC), and Kathy Bartels resignation of her KSU Shawnee County Extension Office Professional position.
6. Consent Agenda Items
 - a. Reading and approval of June minutes
 - b. Treasurer’s report
Net Balance from Last Report: \$635,739.95
Bank Deposits This Month: \$7837.01
University Checks Received This Month: \$7121.75
Total Receipts: \$650,698.71
Total Expenditures: \$50,469.39
Net Balance This Month: \$600,229.32
7. Reports
 - a. PDCs – nothing to report
 - b. Agent Report– Candis Meerpohl, as 4-H Youth Development, reported that we had 16 campers and 10 counselors at this year’s Oz Some camp, and showed a short film of the campers. She gave an update about the Shawnee County Fair that runs July 17th through July 25th, and the pancake feed.
Leroy Russell presented information that K-State’s Kansas River Valley Experiment Field will host a field day August 10, 5:00 p.m. All crop farmers are encouraged to attend this free event at the K-State Research Farm 1 mile east of Rossville on Highway 24. Candis will send information on this to Board members.
 - c. Director Report – Candis Meerpohl
*The budget hearing went well. Public Comment on the budget will be August 23rd at 5pm. Candis will attend to answer questions.
*Our 4-H Youth Development Agent position will reopen this month, candidates will be screened Sept 9th, and the Council will interview the top candidates on Sept 23rd.
*She will place an ad to the newspaper and post on our website ASAP to fill the position.
* Douglas County Extension is fact finding about possibly forming a district and they would like a few of our board members to join their board via zoom on July 20th, 1-2pm. This is simply an informational session to share financial projections for a Douglas/Shawnee district. No actions will be taken. Candis will send a zoom invite/link to the Board members.
8. Board Leadership Development – PDC Candidate Recruitment
Reminder of Elections Timeline: Candidate biographies are due to Candis Meerpohl by September 27, 2021. Board needs to search for potential candidates, especially ones from different parts of community.

Reminder to vote at the elections of the Council on Tuesday, October 12, 8 am – 6 pm in the Extension Meeting Room. The Board Meeting will begin at 6pm and will count the ballots at that time. Agents have the PDC members that they can ask to rerun for a second two-year term and who needs to be replaced.

9. Unfinished Business – none

10. New Business

- a. Christie moved to approve the consent agenda. Alan seconded. Motion passed.
- b. Alan moved to accept the resignation of Kathy Bartels effective July 15th, 2021. Barbara seconded. Motion passed.
- c. Barbara moved to fill the position of Ag/Hort. Office Professional. Christie seconded. Motion passed.
- d. Consider changing Late Fair 4-H Entry policy for 2022 Fair to make the late fee more reasonable for families. The first and current policy was passed November 2013, and has worked well to decrease the number of late entries, but has hindered the number of late entries each youth could afford. Linda moved to approved the recommendations of the 4-H PDC to change the \$25 per entry late fee to a \$50 per youth late fee for all their entries. Alan seconded. Motion passed.
- e. Barbara moved to make masks requested but not mandatory for all fair attendees, unless the County changes their guidelines at the time of the fair. Linda seconded. Motion approved
- f. After learning that August Board meetings are typically short, Alan moved to for the Board to use Zoom to conduct the August meeting. Christie seconded. Motion passed.
- g. Barbara moved to accept the use of a trailer from Jay Clark to Brett Fox and Dan Van Hoosier for archery program equipment. Jay will retain ownership, and responsibility of taxes, registration, and insurance. (see attached letter). Alan seconded. Motion passed.
- h. Following information from Candis, Christie moved to accept resolution of Property and Liability KCAMP insurance for the Extension Board. Linda seconded. Motion passed.

11. Linda moved to adjourn. Christie seconded. Motion passed. Meeting ended at 7:05pm.

Next Board Meeting: Tuesday, August 10th at 5:30pm via Zoom

Barbara Coultis, Secretary

Angela Dake, Chair Person