

Minutes
Shawnee County Extension Executive Board Meeting
Tuesday, March 9, 2021

1. Meeting was called to order by Angela Dake, Board Chair, at 5:34pm via zoom conference.
2. Roll call was called by Barbara Coultis, Secretary.
Board members present: Angela Dake, Laura Moore, Barbara Coultis, Linda Croucher, Brian Bayless, Molly Drimmel, Christie McKenzie, Alan Stahl, and Eric Tolbert. Guest: Chris Onstad, Eastern Regional Extension Director
3. Agenda items – A request to approve a raffle sponsored by the Bunny Bunch 4-H club was added to New Business. The agent report was deleted.
4. Public Comment - None
5. Communications – Barbara read two letters praising the Extension Office generally, and Leroy Russell specifically. One from Bob Frost, and one from Bill & Kathy Hogue.
6. Consent Agenda Items
 - a. Reading and approval of February minutes
 - b. Treasurer's report

Bank Deposits this Month: \$4,343.75
University Checks Received this Month: \$5,162.32
Total Receipts: \$672,078.87
Total Expenditures this Month: \$52,927.99
Net Balance this Month: \$619,150.88
Balance in CD's and/or Savings: \$652,868.85

7. At 5:44pm, Laura moved that we go into Executive Session for 45 minutes (until 6:29pm) to discuss non-elected personnel, specifically, Candis Meerpohl's application for the job of Director. Brian seconded. Motion passed.
Chris Onstad went over the interview procedures including appropriate and inappropriate questions. He then guided the Board through the interview of Candis Meerpohl for the position of a new Shawnee County Extension Director. Candis gave a presentation of her qualifications, and Board members asked questions afterwards. At 6:30pm, Brian moved to extend the Executive Session for an additional 20 minutes (until 6:50pm). Christi seconded. Motion passed. At 6:50pm, Barbara moved to extend the Executive Session for an additional 5 minutes (until 6:55pm). Christi seconded. Motion passed.

The Board returned to regular meeting at 6:55pm.

8. New Business
 - a. Eric Tolbert moved to hire Candis Meerpohl to be the Shawnee County Extension Director effective April 18, 2021, at an annual salary of \$84,000. Laura seconded. Motion passed.
 - b. Laura moved to approve the consent agenda. Christi seconded. Motion passed.
 - c. Alan moved to approve the presented audits of the Livestock Committee, Sunga Valley 4-H and Pawprints Dog Club. Brian seconded. Motion passed.
 - d. Linda moved to approve the SNAP-Ed Grant Proposal. Molly seconded. Motion passed.

- e. Alan moved to approve the raffle sponsored by the Bunny Bunch 4-H club to take place on March 20. Christi seconded. Motion passed.

9. Reports

- a. PDCs – None
- b. Director Report – Cindy Evans made the following announcements:
 - *Watch for email with the Board Excellence Survey; Please reply by March 19.
 - *The budget committee will need to set a virtual meeting in late March to plan for a budget to submit to the county audit director prior to May 15. I expect to have the full board approve the budget at the April board meeting. The new director can create the letter and supporting materials she wishes to support the budget request.

- 10.** At 7:17pm, Linda moved to adjourn the meeting. Eric seconded. Motion passed.

Next Board Meeting: Tuesday, April 13th at 5:30pm

Barbara Coultis, Secretary

Angela Dake, Chair