

**Shawnee County Extension Executive Board Minutes**  
**Tuesday, May 10, 2022 5:30 pm in person**

1. Angela Dake called the meeting to order at 5:30pm
2. Barbara Coultis called roll. Present: Angela Dake, Laura Moore, Barbara Coultis, Linda Croucher, Christi McKenzie, Alan Stahl, and Dave Bartels.
3. Agenda items – no additions/deletions
4. Public Comment - none
5. Communications – Barbara read the resignation letter from Ariel Whitely-Noll
6. Consent Agenda Items
  - a. There were no additions or corrections of April minutes
  - b. Treasurer’s report  
Net Balance from Last Report: \$660,574.41  
Bank Deposits this Month: \$155,043.59  
University Checks Received this Month: \$8,183.07  
Total Receipts: \$823,801.07  
Total Expenditures this Month: \$81,548.27  
Net Balance this Month: \$742,252.80
7. Reports
  - a. PDCs – Dave reported on the Agriculture PDC meeting. Alan reported on the Community Develop PDC meeting.
  - b. Agent Report– Candis Meerpohl, Community Vitality Agent, spoke about her work in helping local businesses and boards. These included the two participants, Prairie Glass and Stumpy’s Smoked Cheese, in the Small Business Blitz (reported in the Making a Difference Report, and the local Board Leadership class starting in July.
  - c. Director Report – Candis Meerpohl spoke about the Budget Committee’s proposed budget and process. The budget the board approves tonight will be forwarded to the Shawnee County Commissioners. Our budget hearing is July 6<sup>th</sup> at 10am. The public hearing is August 22<sup>nd</sup> at 5:30pm. In addition, we have a new hire starting Thursday. Former 4-H’er Lisa Satterthwaite has accepted the part time 4-H Office Professional position, and will start Thursday, May 12<sup>th</sup>.
8. Board Training on why KSRE staff need Professional Development and how to budget for it.  
KSRE video <https://www.youtube.com/watch?v=kpw8yLQWKiI>
9. Unfinished Business  
None, but informally discussed miscellaneous possible advertising methods, such as putting information in the Topeka library’s brochure rack.
10. New Business
  - a. Laura moved to approve the consent agenda. Dave seconded. Motion passed.
  - b. Consideration of 2023 Shawnee County Extension Budget. Candis presented the proposed budget with one small adjustment of pledging 39,000 from our savings, not an increase like the budget committee had discussed. Barbara moved to allow Candis to submit the budget as adjusted. Alan seconded. Motion passed.
  - c. Laura moved to fill Horticulture Extension Agent Position, with possible interview date of July 12<sup>th</sup>. Dave seconded. Motion passed. (K-State will open the position right away and start screening applicants. It takes 10 weeks for the entire process so our first possible interview date would be July 12<sup>th</sup>. Carla Nemecek is available for being here for interviews on July 12<sup>th</sup>.)
11. Christi moved to adjourn the meeting. Alan seconded. Motion passed.

**Next Board Meeting: Tuesday, June 14<sup>th</sup> at 5:30pm via Zoom**