

**Shawnee County Extension Executive Board**  
**Agenda**  
**Tuesday, November 9, 2021**  
**5:30 pm meeting**  
**Extension Meeting Room**

**Order of Business**

1. Call to order – Angela Dake
2. Roll call – Barbara Coultis
3. Agenda items – additions/deletions/approval
4. Public Comment
5. Communications –
6. Consent Agenda Items\*\*
  - a. Reading and approval of October minutes
  - b. Treasurer’s report
7. Reports
  - a. PDCs –
  - b. Agent Report– Lisa Martin, EFNEP & SNAP-ED
  - c. Director Report – Candis Meerpohl
  - d. Nominating Committee – Report to announce nominees to the Executive Board and to serve in officer roles
8. Unfinished Business
9. New Business
  - a. Motion to approve the consent agenda
  - b. Approval of annual audits by Extension Related Groups
  - c. Considerations of addition of Employee Code of Conduct to the Shawnee County Extension Employee Policy
  - d. Discussion to set December meeting time and format (face to face or in person)
10. Executive Session-To Discuss Performance Reviews and Salary Adjustments
11. Adjournment

\*\*Some boards establish an item under new business called Consent Agenda and include such items as approval of minutes, treasurer’s report, and other routine business items. The motion to approve the consent agenda results in approval of these items.