

Shawnee County Extension Executive Board
Agenda
Monday, November 10, 2025
Immediately following the 2025 Extension Council Annual Meeting
The Annual Meeting starts at 5:30pm
Extension Meeting Room

Order of Business

1. Call to order – Sherri Scheideman
2. Roll call – Mary Tyler
3. Agenda items – additions/deletions/approval
4. Public Comment
5. Communications –
6. Consent Agenda Items (Reports only, will be voted on in new business)
 - a. Reading of October minutes
 - b. Treasurer's report
7. Reports
 - a. PDCs –
 - b. Director Report – Candis Stiles
 - c. Any other Reports
8. Unfinished Business
9. New Business
 - a. Motion to approve the consent agenda
 - b. Discussion if the board would like to close the office Dec. 25-Jan 1st to fall in line with K-State holiday closure. Days already on County Holiday Schedule are Dec. 24-25 and Jan 1st. The board had previously allowed staff to close the office on Dec. 26 and Jan 2nd with staff taking their leave.
 - c. Possible purchase of computers for Atalie Tompkins and Jennifer Leever (Estimate \$2370.)
 - d. Possible purchase of new tires & alignment for the Chevy Traverse
 - e. Discuss approving updated Employee Handbook for Shawnee County Extension Office
10. Adjournment

Next Board Meeting:
Tuesday, December 9th, 5:30pm
Zoom

Reminders: Celebration Breakfast Dec. 3rd at 7:30am in the upstairs meeting room
Joint PDC meeting January 26th at 6pm