

**Shawnee County Extension Executive Board Meeting
Minutes for October 12, 2021**

1. Angela Dake called the meeting to order at 5:37pm.
2. Barbara Coultis called roll – Board members present: Angela Dake, Barbara Coultis, Linda Croucher, Molly Drimmel, Christi McKenzie, Laura Moore, Alan Stahl.
3. Agenda items – no additions or deletions
4. Public Comment - None
5. Communications – None
6. Consent Agenda Items
 - a. Reading and approval of September 14, 2021 minutes and September 23, 2021 minutes
 - b. Treasurer’s report

Net Balance from Last Report: \$654,367.52

Bank Deposits This Month: \$358.58

University Checks Received This Month: \$4599.38

Total Receipts: \$659,325.48

Total Expenditures: \$45,417.09

Net Balance This Month: \$613,908.39

7. Reports
 - a. PDCs – None.
 - b. Rebecca McFarland (Director, Frontier District) spoke via zoom about her county’s experience in forming a district with surrounding counties. She said there are several benefits to being in a district such as reduced costs for contracts and agent specialization in subcategories. To avoid a potential landmine, she recommended we make sure all types of our constituents are consulted.
 - c. Agent Report – Candis, 4-H Youth Development
2021 Fair Pre-entries 2872, Fair entries 1788
2020 Fair Pre-entries 2524, Fair entries 1514
2019 Fair Pre-entries 4147, Fair entries 2906
2021 4-H Enrollment 307
2020 4-H Enrollment 499
2019 4-H Enrollment 464
 - d. Director Report – Candis Meerpohl
K-State announced that all their Extension employees will receive the week of Dec 27-31 off with pay. The Board will have to decide if the county staff will also be off, and therefore close the office during that week.
The office will have a Halloween party on Oct 29th, and the Agents will have a teambuilding and goal-setting retreat on November 23rd.
3. The Nominating Committee (Angela, Eric, Christi, and Molly) is scheduled to meet via zoom at 5:30pm on Thursday October 14th.
4. Please email Joanne with your RSVP for the annual meeting November 18th.

8. Unfinished Business

- a. Alan moved to create a committee to explore forming a district with Douglas County; members will be Barbara, Alan, Angela, Leroy and Candis. Laura seconded. Motion passed. (Douglas County has invited Shawnee County to look at the feasibility of districting.)

9. New Business

- a. Laura moved to approve the consent agenda. Christi seconded. Motion passed.
- b. Christi moved to approve the Agent Action Plans for 2021-2022 that were sent via e-mail. Christi seconded. Motion passed.
- c. Alan moved to approve the Agent Professional Development Plans for 2022 that was sent via e-mail. Linda seconded. Motion passed.
- d. Barbara moved to close the office December 27th to 31st, with the average weekly pay for each Extension Council Employees. Molly seconded. Motion passed. Candis will notify the County Counselor that the office will be closed.
- e. Linda moved to make the Horticulture Program Assistant a full-time position in fiscal year 2022. Laura seconded. Motion passed. (Candis explained that this position was split into two part-time positions in 2017 to save on paying benefits. Since then, five people have been hired and quit due to it being only part-time and without benefits. We have enough money in the 2022 budget to cover the salary and benefits of Health, Dental, and KPERS.)
- f. Molly moved to close the Extension Council elections and count ballots. Alan seconded. Motion passed.

- 10.** Laura moved to adjourn. Barbara seconded. Motion passed.

Next Board Meeting: Tuesday, November 9th, 5:30 pm - In Person

Barbara Coultis, Secretary

Angela Dake, Chair Person