

**Shawnee County Extension Executive Board
Meeting Minutes for September 13, 2022**

Order of Business

1. Angela Dake called the meeting to order at 5:30pm.
2. Barbara Coultis called roll. Present were: Angela Dake, Laura Moore, Barbara Coultis, Linda Croucher, Molly Drimmel, Christi McKenzie, and Alan Stahl. Dave Bartles
3. Agenda items – no additions or deletions
4. Public Comment - none
5. Communications – Barbara read the resignation letter from Katherine Miller, Horticulture Program Assistant
6. Consent Agenda Items
 - a. Reading and approval of August minutes
 - b. Treasurer’s report
Net Balance from Last Report: \$750,171.83
Bank Deposits this Month: \$8,147.74
University Checks Received this Month: \$4819.38
Total Receipts: \$763,138.95
Total Expenditures this Month: \$60,637.43
Net Balance this Month: \$702,501.52
7. Reports
 - a. PDCs –Both the Agriculture/Horticulture PDC and the Family & Consumer Sciences PDC met (separately) and discussed current and upcoming programs.
 - b. Agent Report– Susan Fangman, Family & Consumer Sciences Agent
Susan spoke about her current programs, including Walktember, Medicare Open Enrollment letters and appointments, flyers to recruit volunteer tax preparers, and continuing the mail-in option for tax help since that worked well for people that she normally doesn’t help.
 - c. Director Report – None
8. Unfinished Business - None
9. New Business
 - a. Christi moved to approve the consent agenda. Dave seconded. Motion passed.
 - b. Linda moved to open the Horticulture Program Assistant Position. Laura seconded. Motion passed
10. Laura moved to go into Executive Session for 15 minutes to discuss employee pay. Christi seconded. Motion passed at 5:53pm.
After returning from Executive Session, Laura moved to adopt the raises as presented on the spreadsheet provided by Candis, starting the next pay period. Christi seconded. Motion passed.
11. Barbara moved to adjourn the meeting. Molly seconded. Motion passed.

Barbara Coultis, Secretary

Angela Dake, Chair Person

**Next Board Meeting: Tuesday, October 11th, 5:30 pm In Person
Extension Council Elections, October 11th (EMR 8 am – 6 pm)**