



**Livingston, McLean & Woodford  
Extension Council Meeting  
Livingston County Office, Pontiac, IL  
Tuesday, September 10, 2024 at 6:30 p.m.**

Tera Graves called the meeting to order at 6:30 PM.

No public comment requests were submitted.

**Introductions:** All Extension Council members and staff introduced themselves and stated what county they reside in.

**Approval of New Council Members**

- **Youth Representatives – Term ending 12/31/2025**
  - Grace Kaisner (L)
  - Avery Glacinski (W)
  - 1 Vacant (M)
- **New Member – 1<sup>st</sup> Term ending 12/31/2026, 2<sup>nd</sup> Term ending 12/31/2028**
  - 1 Vacant (M)
- **Reappointment – 1<sup>st</sup> Term ending 12/31/2026, 2<sup>nd</sup> Term ending 12/31/2028**
  - Jeff Woodard (M)
- **Reappointments – 2<sup>nd</sup> Term ending 12/31/2026**
  - Debbie Ruff (L)
  - Amy Schlipf (L)
- **Extend Appointments – 2<sup>nd</sup> Term ending 12/31/2024**
  - Lisa Maynard (W)
  - Paul Wilkins (W)

A motion was made by Glenn Harbin, to approve the **New Council Members, Reappointment, and Extend Appointments**, as listed. Mark Baran seconded the motion and all present members agreed.

- **Administrative Update:**
  - Appoint Executive Committee (President, Vice President, Secretary)  
Tera Graves (L) – President; Mark Baran (W) – Vice President;  
Glenn Harbin (M) - Secretary
  - Appoint County Extension Board Representatives (four total for Unit)  
Glenn Harbin (M); Tera Graves (L); Mark Baran (W)

A motion was made by Paul Wilkins, to approve the **Administrative Update** as listed. Amy Schlipf seconded the motion and all present members agreed.

- **Administrative Update:** motion needed
  - Appoint County Extension Board Representatives (four total for Unit)  
Jeff Woodard (M)

**Approval of May 14, 2024 Meeting Minutes**

Glenn Harbin motion to approve, Grace Kaisner seconded the motion and all members agreed.

<b>Council Members</b>	
Mark Baran (W)	P
Dylan Cook	A
Tera Graves (L)	P
Glenn Harbin (M)	P
Grace Kaisner Y (L)	P
Mara Knobloch (L)	A
Lisa Maynard (W)	A
Debbie Ruff (L)	A
Amy Schlipf (L)	P
Jodi Upchurch (W)	A
Paul Wilkins (W)	P
Jeff Woodard (M)	A
VACANT	M
VACANT (Y)	W
VACANT (Y)	M
<b>Executive Committee</b>	
Paul Wilkins, President	
Tera Graves, V. President	
Glenn Harbin, Secretary	
<b>County Board Delegates</b>	
Glenn Harbin	
Jeff Woodard	
Paul Wilkins	
<b>Extension Staff</b>	
Jinie Alexandre	P
Sara Attig	P
Alcha Corban	P
Staci Coussens	P
Nick Frillman	P
Brittnay Haag	P
Jenna Smith	P
Darci Webber	P
Beverly Branz	P
Emily Bruch	P



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**Fiscal Reports and Funding Update**

- FY 24
- FY25 Budget

The Fiscal Reports were passed around to all Council Members to review and ask questions or comments.

- **FY24**
  - McLean County Board cut some budgets in FY23 and FY24, there are some noticeable funding impacts from McLean FY24 ended.
- **FY25 Budget**
  - Because of the impact from FY24 we may run into a deficit in FY25 and might not recover from the loss in McLean County until at least FY27.
  - We have not received county board funding, state match or Smith-Lever (federal funding).

**Business Items**

- **Staffing Update**
  - Staci Coussens – 50% Acting Assistant County Director
  - Hired since our last meeting: Abigail Burnside – Marketing EPC, Lilyana Montes De Oca – Unity EPC, Emily Bruch – Livingston County 4-H EPC, Mikayla Peters – McLean County 4-H EPC (the EPC's positions are not new, they were opened positions that needed to be filled)
  - 1 New Open Position – Unity Community Center Program Manager
- **Civil Rights Compliance**
  - We have received requests for translations of our programs in other languages: Arabic, Spanish and French
  - Council Members were asked to please fill out an updated demographic data form, which will be collected.
- **Program Advisory Committees: Program Round Table – New Partners**
  - 4-H Youth Development, ANR and FCS Groups gather together to talk about what programming is occurring now and coming up. Then, discussing opportunities to find new partner sites in the unit that have the ability to reach underserved populations. As well as, brainstorming on how to get new Council Members to make it complete.

**Other Business Items**

- None

**FY24 Meeting Schedule**

- November 12, 2024 (to be determined)
- March 11, 2025 (to be determined)
- May 13, 2025 (to be determined)

**Adjourn Meeting – Tera Graves adjourned 7:20pm**

Glenn Harbin motioned for the meeting to adjourn at 7:20PM, Paul Wilkins seconded the motion, all agreed, motion passed.

Respectfully submitted, Rajinie Alexandre – Recorder