

University of Illinois Extension - Fulton-Mason-Peoria Tazewell Unit
Extension Council Meeting
Monday October 13, 2025
Tazewell County Extension Office, Pekin, IL

Minutes

- Call to Order: The meeting was called to order by Chair Kim Dunnigan at 12:01 PM
- Attendees: Earl Allen, Kim Dunnigan, Melissa Gilson, Patty Wieggers, Dinah VanDelinder, Emily Rogier, Cindy Intravartolo, Hector Corona and Janine Donahue. Quorum requirement was satisfied.
- Approval of minutes: Minutes from the April 7, 2025 meeting were reviewed and approved by consensus.
- Members tenures on the committee were discussed. Multiple attendees have completed their 3-year term at the conclusion of this year but are allowed to continue on the committee for another 3-year term if they so choose. Cindy elected to complete her tenure. Dinah, Janine, Melissa, Hector and Emily agreed to a second 3-year term.
- Election of Officers: Kim agreed to continue as Chair, Dinah volunteered to serve as Vice-Chair, Melissa as Financial Reporter and Janine as Secretary. All nominations were approved unanimously by the committee.

New Business

- Committee voted to approve appointment of county extension board representatives as listed on the agenda and this was approved unanimously.
- Motion was made by Dinah to approve the request of approval of signatures as listed in the meeting agenda. This was seconded by Melissa and passed unanimously. Signatories approved were:
 - Fulton/Mason – Earl Allen, Joli Pierson, Tara Heath, Skye Mibbs, Krista Gray, Richard Proffer, and Brittany Chambers
 - Peoria/Tazewell – Earl Allen, Judy Schmidt, Kristi Smith, Nicole Flowers-Kimmerle, Anita Wilkinson, Rebecca Crumrine, Abbie Phillips, and Lynda Sharp-Lower
- Motion was made by Melissa to approve the Extension office holiday closing schedule as listed on the agenda. This was seconded by Dinah and passed unanimously.

Fiscal and Administrative Updates

- Earl discussed the notification in July 2025 of the loss of \$750,000 annually in Federal SNAP-Ed funding. Our local program has consisted of 12 employees and does extensive work in the schools and communities addressing the need of nutritional education. Statewide this program employed around 200 staff. The Community Worker position is being frozen for now which prevents these staff from being retained in other program areas.

- Earl is serving on a state Steering Committee to propose a new strategic direction for the Family and Consumer Sciences program area which housed the SNAP-Ed program and to develop a strategy for acquiring replacement revenue streams to offset some of the loss in SNAP-Ed funding. The USDA granted permission to utilize SNAP-ed reserve funds to retain staff as SNAP-Ed employees through 2/14/2026.
- Currently our local SNAP-Ed program is down to 9 employees due to the retirement of Kathy Ellis in July 2025, Brittany Chambers being promoted to the Master Naturalist Coordinator position, and not filling a position in Fulton County that was open. Earl will continue to work to see if any positions within the Extension might arise for which these employees might apply.
- Fiscal Update: FY 26 county budgets are currently in the public review stage. Three of our local four counties were able to increase their funding to Extension. Earl may need to request further increases for FY 27 depending on future funding streams. Earl will use reserves to support the local need of nutritional education and is prepared to spend \$100,000 from the reserves for the first year and more the second year if required.
- Staffing Updates: As discussed, Brittany Chambers has accepted the position of Master Naturalist Coordinator and is leading the annual Master Naturalist training this week with Nicole and Ainsley. Rachel Driver left the position of Master Gardener Coordinator this summer. Earl will work to fill her position in the future. There are 2 individuals that may consider retiring soon, but no details at this point.
- Civil Rights Updates: The required annual Civil Rights report is due in November of 2026. Paula in the Mason County office leads the compilation of this document and will continue with her assistance on this document prior to her retirement in February. The 3- year state civil rights review will be conducted in 2026 for our unit.

Other Business

- Janine made a motion to accept the 2026 Extension Council meeting schedule as listed on the agenda. Melissa seconded the motion, and this was passed unanimously. The next meeting will be February 2, 2026 from 12:00 -1:00 PM either in the Pekin office or by Zoom.
- Earl and the committee thanked Cindy Intravartolo for serving on this committee for the last 3 years and she will be issued a certificate recognizing her time and effort.

Meeting was adjourned at 12:48 PM

Respectfully submitted October 14, 2025

Janine Donahue, Secretary