

Dustin Smith called the meeting to order at 6:30 p.m.

No public comment requests were submitted.

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

Administrative Update:

- Due to Blaine Troyer’s employment at the University of Illinois Extension, she is no longer able to serve on Extension Council. Her appointments on the Executive Committee and as a County Board Delegate need to be refilled by a Woodford County member. Paul Wilkins requested to fill the positions previously held by Blaine.
 - A motion was made by RaeJean Kuntz to appoint Paul Wilkins to both the Executive Committee and to serve as the County Board Delegate for Woodford County. Sherri Schlatter seconded the motion. All in favor; Motion approved.

Approval of September 11, 2018 Meeting Minutes – The minutes were approved as submitted on a motion by RaeJean Kuntz and seconded by Sherri Schlatter. Motion carries.

Fiscal Reports

- FY19 Income and Expense Report was passed around for Council Members to review. The reconciliation is complete through the end of November. Bobbie will send out updated financials by email as soon as December – February has been reconciled.
 - The State of Illinois has given Extension an extra \$5 Million. The Dean is considering how to spend this money and has asked for staff input.
 - We have received zero matching donations for FY19 to date, but we did receive an FY17 payment for matching funds.
- Levy requests have been sent to all three county boards in the same amounts as requested in previous years.
 - The staff has been extremely fiscally conservative and our local foundations support Extension programs.
 - Levy requests:
 - Livingston \$149,217 – same for the past 3 years
 - McLean \$503,370 – same for the past 2 years
 - Woodford \$161,404 – same for the past 3 years

Business Items

Staffing Update

- Emily Saddler has changed roles from McLean 4-H Program Coordinator for STEAM in the Classroom and is now our Mclean 4-H Youth Development Educator.
- Blaine Troyer was hired as the McLean 4-H Program Coordinator, but when the Woodford 4-H Program Coordinator resigned, Blaine asked to be transferred to Woodford County.
- The McLean 4-H Program Coordinator for STEAM in the Classroom as well as the McLean 4-H Program Coordinator will be posted soon to refill those positions.

<i>Council Members</i>	
<i>Shirley Blackburn (W)</i>	P
<i>Sarah Craft (M)</i>	A
<i>Tom Creswell (M)</i>	P
<i>RaeJean Kuntz (L)</i>	P
<i>Jenny Larkin (L)</i>	P
<i>Ed McKibbin (M)</i>	A
<i>Christivie Nzengo (M)</i>	P
<i>Jaycie Schertz (W)</i>	P
<i>Emily Schirer (W)</i>	A
<i>Sherri Schlatter (L)</i>	P
<i>Dustin Smith (L)</i>	P
<i>Ellaina Sadel (L)</i>	P
<i>Paul Wilkins (W)</i>	P
<i>VACANT (M)</i>	
<i>VACANT (L)</i>	
<i>Executive Committee</i>	
<i>Sarah Craft (M)</i>	
<i>Dustin Smith (L)</i>	
<i>Paul Wilkins (W)</i>	
<i>County Board Delegates</i>	
<i>Sarah Craft (M)</i>	
<i>Dustin Smith (L)</i>	
<i>Paul Wilkins (W)</i>	
<i>Christivie Nzengo (M)</i>	
<i>Extension Staff</i>	
<i>Kelly Allsup</i>	A
<i>Alcha Corban</i>	P
<i>Bill Davison</i>	P
<i>Erin Estes</i>	P
<i>Brittnay Haag</i>	P
<i>Bobbie Lewis-Sibley</i>	P
<i>Emily Saddler</i>	P
<i>Jenna Smith</i>	P
<i>Blaine Troyer</i>	P
<i>Camaya Wallace Bechard</i>	P

Civil Rights Compliance

- The Civil Rights Compliance Review and the Action Plan were passed around for all members to view. Unit 12 staff do a fantastic job with Civil Rights reporting!
 - Bobbie reviewed several of the unit strengths noted in the report.

Program Advisory Committees

- **TOPIC: Needs Assessment**
 1. **How has our communities changed in the past year or two?**
 2. **Which Extension programs relate most to current community needs?**
 3. **How can Extension programs be improved or restructured to better meet community needs?**
 4. **Which stakeholders and policy makers need to know more about Extension's programs and efforts?**
 - 4-H/Youth Development: Sarah Craft, Jenny Larkin, Ed McKibbin, Jaycie Schertz, Emily Schirer, Dustin Smith, Ellaina Stadel, Christivie Nzenzo
 - Agriculture & Natural Resources: Shirley Blackburn, Tom Creswell, RaeJean Kuntz
 - Family & Consumer Sciences: Sherri Schlatter, Paul Wilkins

Meeting Schedule

- May 14, 2019 – McLean County at Unity Community Center
- FY19 Meeting Dates:
 - September 10, 2019 – Livingston County Extension Office
 - November 12, 2019 – Woodford County
 - March 10, 2020 – McLean County Extension Office
 - May 12, 2020 – McLean County at Unity Community Center

The meeting adjourned at 7:34 p.m. on a motion by Jenny Larkin. Motion was seconded by Tom Creswell and all agreed.

Respectfully submitted, Erin Estes – Recorder