



**Livingston, McLean & Woodford
Extension Council Meeting
May 11, 2021 Council Minutes
via Zoom**

Tom Creswell called the meeting to order at 6:36 p.m., awaiting some council members to join.

No public comment requests were submitted.

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

Approval of March 2021 Meeting Minutes – Due to lack of quorum, this was tabled for a later vote, hoping more council members join later.

Fiscal Reports

- Bobbie shared her screen with a PowerPoint presentation, which will be sent out to council members. Items included were:
 - Fiscal Report – Income and Expense Report FY21
 - Income to date is \$889,000, budgeted \$2 mil and expecting state funds and county board dollars
 - State matching funds usually come in at the very end of the fiscal year.
 - Expenses to date 1 mil. Budgeted 2 mil. Expenses will be less because we have been short staffed.
 - County Levies
 - Livingston – requested \$149,217
 - McLean – \$350,000 was approved to be requested to the full county board
 - Woodford – requested \$161,404

Business Items

Staffing Update

- Amanda Runyan, has accepted the 4-H STEAM Program Coordinator position and starts on June 3.
- Interviews for the SNAP-Ed Educator position have been scheduled.
- Our unit qualifies for three SNAP-Ed community workers, we currently have two but we have had several failed searches for the third position. This position will post again soon.
- New positions – These have been posted and we are awaiting a list from HR to start scheduling interviews.
 - Consumer Economics Program Coordinator
 - Publicity & Promotion Program Coordinator
- ANR Program Coordinator – Liz Repplinger will fill the position vacated by Reid Young, who served Extension for over 10 years. The volunteer coordinator position will be posted soon.
- Woodford Office Support – Samantha Klumb’s last day was on Friday, and we will not be refilling this position. A part-time office support will be assigned there three days per week, with the other two days being available by appointment only.

Council Members	
<i>Shirley Blackburn (W)</i>	P
<i>Tom Creswell (M)</i>	P
<i>Kate Henkel (W)</i>	P
<i>Jenny Larkin (L)</i>	P
<i>Libby Larkin (L)</i>	P
<i>Plamedie Lubika (M)</i>	P
<i>Lisa Maynard (W)</i>	A
<i>Pam Meiner (L)</i>	A
<i>Debbie Ruff (L)</i>	P
<i>Rich Schroeder (M)</i>	A
<i>Julie Schumacher (M)</i>	P
<i>Dustin Smith (L)</i>	P
<i>Mike Sommer (M)</i>	P
<i>Paul Wilkins (W)</i>	P
<i>VACANT</i>	
Executive Committee	
<i>Tom Creswell (M)</i>	
<i>Pam Meiner (L)</i>	
<i>Paul Wilkins (W)</i>	
County Board Delegates	
<i>Tom Creswell (M)</i>	
<i>Pam Meiner (L)</i>	
<i>Paul Wilkins (W)</i>	
<i>Mike Sommer (M)</i>	
Extension Staff	
<i>Kelly Allsup</i>	P
<i>Katie Buckley</i>	P
<i>Alcha Corban</i>	P
<i>Erin Estes</i>	P
<i>Brittnay Haag</i>	P
<i>Laura Holland</i>	P
<i>Bobbie Lewis-Sibley</i>	P
<i>Jenna Smith</i>	P
<i>Camaya Wallace Bechard</i>	P

*Three additional council members joined the meeting during the staffing update, so the minutes were brought back to the table to be voted on with quorum. An update was made to the minutes to reflect the correct staff present at the March meeting. A motion to approve the minutes with the noted corrections was made by Mike Sommer and seconded by Paul Wilkins. All in favor; motion carried.



Civil Rights Compliance

- Civil Rights Reporting for 2019-2020
 - Extension reached vs. census information for Livingston, McLean and Woodford counties. Extension has been working on diversity, equity and inclusion, so this is great news for our unit.
- Civil Rights Compliance for 2020
 - Veterans – 21
 - Disabilities – 23
 - Fee waivers – 34
 - Accommodation requests – 18 (all were met)

Program Advisory Committees – TOPIC: Identifying Gaps in Local Resources Key Informant Interviews with Educators

- Questions include:
 - Area of expertise
 - Geographical area target
 - Primary target populations/audiences/constituents
 - Ways your organization is working to address the challenge
 - What assets/resources already exist to address the issue
 - What are the gaps or unmet needs you have observed?
 - Who do you believe to be under-served audiences?
 - Places in our communities we should target to best address the issue
 - What barriers are there in addressing the issue locally
 - Could we address the issue together, if we partnered together?
 - Would you be interested in exploring ways to partner to address the issue
 - Request contact information for someone within their organization already focused on these issues
- Each committee went into a different virtual breakout rooms and discussed the topic.
 - 4-H Youth Development: Kate Henkel, Plamedie Lubika, Dustin Smith, Alcha Corban, Laura Holland, Katie Buckley
 - Ag & Natural Resources: Shirley Blackburn, Tom Creswell, Rich Schroeder, Kelly Allsup, Brittney Haag
 - Family & Consumer Sciences: Pam Meiner, Julie Schumacher, Mike Sommer, Paul Wilkins, Rachel Benn, Camaya Wallace Bechard

Other Business Items

- Libby Larkin was honored for her exemplary volunteer service from the Prudential Spirit of Community Awards, and with a President's Volunteer Service Award. Congratulations to Libby!

Meeting Schedule

- FY22
 - September 14, 2021
 - November 9, 2021
 - March 8, 2022
 - May 10, 2022

The meeting adjourned at 7:36 p.m. on a motion by Paul Wilkins. Jenny Larkin seconded. Motion unanimously passed.

Respectfully submitted, Erin Estes – Recorder