

Unit 12 – Livingston-McLean-Woodford Unit Council Meeting
May 14, 2019 Council Minutes
Unity Community Center – 632 Orlando Avenue, Normal, IL

Sarah Craft 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. Catherine Metsker from the McLean County Board was in attendance.

Approval of March 12, 2019 Meeting Minutes – The minutes were approved as submitted on a motion by Dustin Smith and seconded by Sherri Schlatter. Motion carries.

Fiscal Reports

- FY19 Income and Expense Report was passed around for Council Members to review. Year-to-date income is \$1.1 million, with expenses at \$97,000.
 - No matching dollars have been received from the state.
- Extension Partners are working to get House Bill 2264 passed. This bill is sponsored by Senator Scott Bennett, and they’re working together to update the word “may” to “shall” in Extension Law, when discussing how the Illinois Department of Agriculture disburses funds to Extension. Please make it a priority to call your senators in support of this bill.

Business Items

Update Bank Signatories

- Dustin Smith motioned to update bank signatories to the following staff members: Kelly Allsup, Alcha Corban, Brittney Haag, Bobbie Lewis-Sibley, Emily Saddler, Jenna Smith and Camaya Wallace Bechard. Paul Wilkins seconded the motion and it passed without dissent.

Levy Requests

- McLean
 - Extension Board Representatives including Ed McKibbin, Tom Creswell, and Sarah Craft, attended the McLean County Extension Board Meeting on May 13, 2019. They were discussing levy changes for County Board fiscal year 2020 (not the same fiscal year as Extension).
 - The levy will be reduced by \$125,000 and will be \$375,000. Extension will use carryover money for one year only and the levy amount discussion will be revisited.
 - Catherine Metsker noted that it was the County Board opinion that because our unit had a significant carryover balance, that it needed to be spent down before asking the taxpayers for additional funds.
- Livingston and Woodford will maintain their prior levy amounts.

Staffing Update

- Maggie Roberts was hired as the McLean 4-H Program Coordinator for STEAM in the Classroom.
- The McLean 4-H Program Coordinator position is open to replace Blaine Troyer, after she transferred to Woodford.
- The SNAP-Ed Community Worker position is in the midst of our third failed search. It will be posted again during the next hiring window for SNAP.

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

- Ryan Hobson sent out a message to the County Directors in his region to see if there was interest in a SNAP-Ed Educator for their unit. Bobbie stated that she would be interested in having this position in our 3-county unit. The salary for this role would be paid for using Federal funds.
- Summer Assistants have all been hired!
 - Emily Ferguson – 3rd summer in Woodford
 - Sam Clement – McLean
 - Wren Woodburn – McLean (previously the Garden Assistant at Unity)
 - Anna Birsa – Unity Garden Assistant
 - Carrie Campbell - Livingston

Civil Rights Compliance

- The next Civil Rights Compliance Review for our unit will be in 2021.
- The program areas have set goals to reach underserved populations.
 - Emily Saddler is working with an ISU Professor to increase accessibility to special needs youth. Emily is serving at the chair of her workgroup.
 - Brittney is working with Holton Homes and the Nature Workers SPIN Club. The group met today and even though their numbers have declined, they have great ideas on how to keep interest and continue to serve this community.
 - Bill, Kelly and Brittney are working together on a Backyard Garden Series at Unity Garden. They have 18 program participants registered. This group of brand new gardeners is diverse and eager to learn about planting, weeding and produce.
 - Kelly and Jenna are collaborating to do Garden in a Bucket. Kelly will work with the groups to choose their bucket content designs, plant the seeds and how to take care of the plants. Jenna will follow-up with nutrition ideas for the items grown in the buckets.
 - Locations include Woodhill Towers, Heartline Heart House and Futures.
 - Bobbie spoke with the Human Services Council about Extension, and she shared with the group what we do. They had so many questions and wanted to be connected to our programs. All attending were low-income constituents, which are in line with the populations we are trying to reach. So far, she has received three requests.

Program Advisory Committees

- **TOPIC: Problem/Solution/Implementation Exercise** – Educators were asked to write a problem they encounter in their program area. Council members rotated so that they could brainstorm solutions and how to implement those solutions for their problem area.
 - 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

- FY20 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 7:32 p.m. on a motion by RaeJean Kuntz. Motion was seconded by Sherri Schlatter and all agreed.

Respectfully submitted, Erin Estes – Recorder