



**Livingston, McLean & Woodford
Extension Council Meeting
September 14, 2021 Council Minutes
via Zoom**

Paul Wilkins called the meeting to order at 6:31 PM.

No public comment requests were submitted.

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

Bobbie Lewis-Sibley requested to add Katy Everett to the agenda as a new council member for Woodford County. The agenda had already been sent and posted by the time Katy agreed to serve. Paul Wilkins motioned to add the agenda item. Lisa Maynard seconded. All in favor; motion passed.

Approval of New Council Members

- **Youth Representative** – Term ending 8/31/2022
 - Plamedie Lubika (M)
 - Jackie Schertz (W)
- **New Council Members** – 1st Term ending 8/31/23, 2nd Term ending 8/31/25
 - Dylan Cook (M)
 - Katy Everett (W)
 - Tera Graves (L)
- **Reappointment** – 2nd Term ending 8/31/23
 - Pam Meiner (L)
 - Julie Schumacher (M)
 - Mike Sommer (M)
- Pam Meiner made a motion to approve Youth Representatives, New Council Members and Reappointments as listed above. Jenny Larkin seconded the motion and all members agreed.
- Other individuals have been recruited for council but have not yet responded. Their names will be recommended at a future council meeting, if they accept.
- **Administrative Update:**
 - **New Executive Committee Appointments:**
 - Nominations were discussed and decided upon by members:
 - Pam Meiner (L)
 - Mike Sommer (M)
 - Paul Wilkins (W)
 - Tera Graves motioned to approve the nominations for Executive Committee. Julie Schumacher seconded the motion. All in favor; motion passed.
 - **County Extension Board Representatives:**
 - This group of council members represents Extension at county board meetings. Nominations were discussed and decided upon by members:
 - Jenny Larkin (L)
 - Rich Schroeder (M)
 - Julie Schumacher (M)
 - Paul Wilkins (W)
 - A motion was made by Lisa Maynard to appoint the nominated board representatives. Pam Meiner seconded the motion. All in favor; Motion approved.

Council Members	
<i>Dylan Cook (M)</i>	P
<i>Katy Everett (W)</i>	P
<i>Tera Graves (L)</i>	P
<i>Jenny Larkin (L)</i>	P
<i>Plamedie Lubika (M)</i>	P
<i>Lisa Maynard (W)</i>	P
<i>Pam Meiner (L)</i>	P
<i>Debbie Ruff (L)</i>	A
<i>Jackie Schertz (W)</i>	A
<i>Rich Schroeder (M)</i>	P
<i>Julie Schumacher (M)</i>	P
<i>Mike Sommer (M)</i>	A
<i>Paul Wilkins (W)</i>	P
<i>VACANT Youth (L)</i>	
<i>VACANT (W)</i>	
Executive Committee	
<i>Pam Meiner (L)</i>	
<i>Mike Sommer (M)</i>	
<i>Paul Wilkins (W)</i>	
County Board Delegates	
<i>Jenny Larkin (L)</i>	
<i>Rich Schroeder (M)</i>	
<i>Julie Schumacher (M)</i>	
<i>Paul Wilkins (W)</i>	
Extension Staff	
<i>Kelly Allsup</i>	P
<i>Katie Buckley</i>	P
<i>Alcha Corban</i>	P
<i>Staci Coussens</i>	P
<i>Erin Estes</i>	P
<i>Nick Frillman</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>	A



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Approval of May 2021 Meeting Minutes – The minutes were approved as submitted on a motion by Tera Graves and seconded by Jenny Larkin. All in favor; Motion carries.

Fiscal Reports

- Bobbie emailed out fiscal reports. Due to the State of the Extension Unit meeting at 7:00 PM, she asks that anyone with questions to please email her. She highlights the following:
 - Funding for FY22 continues to look stable.
 - Livingston and Woodford levies have remained the same, with a reduction in McLean’s levy.
 - Matching dollars are coming in slowly.
 - The FY22 documents look slightly different than previous versions, due to account code changes by campus.

Business Items

Staffing Update

- Amanda Runyan was hired in June for the 4-H STEAM in the Classroom Program Coordinator position.
- Staci Coussens transferred from another unit in June to re-join our Unit 12 team as the SNAP-Ed Educator, which is housed out of the Unity Community Center.
- Positions currently open for applicants:
 - Ag and Natural Resources Program Coordinator
 - Consumer Economics Program Coordinator
 - Publicity and Promotions Program Coordinator
- Positions not yet available for applicants:
 - 4-H Program Coordinator in McLean County – awaiting Human Resources approval
 - SNAP-Ed Community Worker – waiting to post this position again in October

Civil Rights Compliance

- Even with limited in-person programming, staff has worked diligently to find ways to meet the requirements using their virtual program platform. They have worked on different ways of collecting virtual data.
- Two notable accommodations were met in the past two months:
 - A sign language interpreter was requested for a Four Seasons Gardening Webinar. The University Disability Resource Office was able to provide interpreters for the program.
 - Conference judging for 4-H Shows included some judging being done through Zoom.
- Alpha is needing some program assistance with an upcoming Poverty Simulation, if any council members are willing to volunteer, an email will be sent out this week.
- Staff will be doing an in-depth training in November, called Navigating Differences.

Program Advisory Committee – instead of breaking into groups for discussion, please join Extension staff on the State of the Extension Unit Zoom call, immediately following this meeting at 7:00 PM. The Zoom link was included in your council email. Educators will be discussing their past year, their program plans, and the impact on our communities. Other stakeholders, community partners, volunteers, 4-H families and the general public have been invited.

Meeting Schedule

- FY22 Meeting Dates:
 - November 9, 2021
 - March 8, 2022
 - May 10, 2022

The meeting adjourned at 6:57 PM on a motion by Tera Graves. Motion was seconded by Lisa Maynard and the motion unanimously passed.

Respectfully submitted, Erin Estes – Recorder