



**Livingston, McLean & Woodford
Extension Council Meeting
November 9, 2021 Council Minutes
via Zoom**

Mike Sommer called the meeting to order at 6:31 p.m.

No public comment requests were submitted.

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

Approval of New Council Members

- **Interim Council Member** – 2nd term ending 8/31/2023
 - Jodi Upchurch (W)
- Pam Meiner motioned to appoint interim council member Jodi Upchurch. The motion was seconded by Paul Wilkins and all approved. Motion carried.

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

Fiscal Reports

- Income to date for our unit is \$209,104.44. Expenses for the fiscal year are \$21,254.20. That leaves \$230,358.64 remaining.
- County board matching dollars have been received from the State of Illinois, in the amount that was expected.
- Along with the financial statement emailed to council members, Bobbie also included the communication about the McLean County Board’s additional reduction of \$50,000 that was approved by the Finance Committee.
 - Extension has asked to reach out to campus for legal to determine if this violates the Extension Law, by not allowing the requested amount to go to the full County Board for discussion. Since this is the second year in a row this has been handled in this way, more information will be shared with the council as it comes in.
 - Paul Wilkins questioned the board’s reasoning for the reduction. Bobbie explained that in previous meetings with them, there was a disagreement in how much carryover the university allows Extension units to have on hand. For McLean County Board, it is a much smaller amount, so they feel that Extension’s carryover is excessive.
 - Mike Sommer explained how during the Extension County Board Meetings, that staff and Extension delegates have discussed this carryover to exhaustion. Sharing with board members the reach Extension has in our communities and the need for additional programming hasn’t seemed to help with the conversations. Campus staff has been brought into the discussion to talk about local fiscal reviews, due to the assertion from the county board that the unit was being fiscally irresponsible. In contrast, campus staff noted how well our unit’s fiscal reviews have been conducted and that the unit is extremely fiscally responsible.
 - It is puzzling to Mike how the County Board talks about how Extension needs to spend down carryover money, but the moment Extension tries to do so, that the board brings up overspending and misuse of funds.
 - Kelly Allsup asked Bobbie to discuss job creation based on the local need for additional programming. Bobbie talked about how three additional positions had been created, based on needs assessments, program

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>	P
<i>Jackie Schertz (W)</i>	A
<i>Rich Schroeder (M)</i>	A
<i>Julie Schumacher (M)</i>	P
<i>Mike Sommer (M)</i>	P
<i>Jodi Upchurch (W)</i>	P
<i>Paul Wilkins (W)</i>	P
<i>VACANT (Y)</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>	P



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requests, and the overall need for more staff to fill and plan those programming needs. These positions included a Consumer Economics Program Coordinator and a second Publicity and Promotion Program Coordinator. The unit's SNAP-Ed needs have increased and a second Community Worker in McLean County has been approved and will be posted again soon, although the SNAP positions are paid using federal funding, so these are not considered in our unit budget.

- Mike Sommer talked about how Extension's levy request was just a fraction of the approved limit for how much could be appropriated to Extension. Bobbie shared that McLean County can request up to .05 cents per dollar, but have only ever requested .01-.02 cents per dollar of taxpayer funding.
- One of the council members asked if there was a process to appeal the County Board budget for the McLean levy. Due to the timing of the notification of funding reduction, there was no time for a request to be made to come before the board to discuss this.
- Dylan Cook asked if this problem was just with McLean County Board or if Livingston and Woodford ever had these types of reductions. Bobbie explained that Livingston has never been a problem and that they typically grant the levy amount as requested. With Woodford, there have been times when the County Board has asked for a reduction, and also times when Extension has asked for a reduction. They have asked to meet to discuss, so the Educators and Extension Council members have been brought in to fulfill those discussion needs. It's typically a question/answer session and very open conversation. No major changes in levy amount have been done in Woodford, but fluctuation occasionally is understood.
- Tera Graves asked about the levy request process. As a new council member, she was unaware of how the levy requests were handled. Bobbie explained the request process to the Council and noted that any council member who would like to discuss the budget in more detail and clarify any information, she would be willing to meet with them. Any ideas for the McLean County Extension Board meeting talking points are welcomed.
- McLean County Extension Service Foundation has settled on an acceptable purchase amount between them and the owner of the Unity Community Center building. After some counteroffer discussions, a bid was accepted. Plans to close on the building are set for the end of January 2022.
 - This purchase by the foundation will reduce Extension's Unity rent payments from \$77,000 per year (to the current owner) to \$36,000 per year (paid to the Foundation). This is a savings of \$41,000 per year!

Business Items

Staffing Update

- Ag & Natural Resources Program Coordinator – hired Kayla Green
- Consumer Economics Program Coordinator (new position) – transferred Ally McGuire
- Publicity & Promotion Program Coordinator (new position) – hired Aleigha Alexander
- 4-H Program Coordinator – transferred Sky Holland
- SNAP-Ed Community Worker (new position) – reposting soon
- Due to the two transfers from Unity Community Center, we will be seeking more staff for that location. More information on this will be coming soon.

Civil Rights Compliance

- Unit 12 is scheduled for a Civil Rights Compliance Audit in 2022.
- The staff has done a great job of addressing diversity and providing programming for diverse and underserved populations.
- Every Monday during November, unit staff will be completing the Navigating Differences training.
- Bobbie Lewis-Sibley and local volunteer Linda Faye White are part of the state 4-H DEI Initiative.
- Mike Sommer asked if there has been an issue with this unit's Civil Rights Compliance reviews in the past. Bobbie noted that in a previous review that it was noted that our reach was missing the Asian Population. She doesn't see any concern for future reviews.



Program Advisory Committees – TOPIC: Plan of Work Review

- Each committee went into a different breakout room and discussed each program’s plan of work. They were also able to share ideas on how to engage audiences during a pandemic.
 - 4-H Youth Development: Tera Graves, Lisa Maynard, Jenny Larkin, Plamedie Lubika, Alcha Corban, Laura Holland, Katie Buckley
 - Ag & Natural Resources: Dylan Cook, Katy Everett, Debbie Ruff, Kelly Allsup, Brittnay Haag, Nick Frillman
 - Family & Consumer Sciences: Pam Meiner, Julie Schumacher, Mike Sommer, Jodi Upchurch, Paul Wilkins, Jenna Smith, Camaya Wallace Bechard

Other Business Items

- New Council Members – please make sure you fill out the new council member form and review the information sent to you about Open Meetings Act training. The regional office has been awaiting documents from us that we cannot complete until we receive this information from you.

FY22 Meeting Schedule

- March 8, 2022
- May 10, 2022

The meeting adjourned at 7:32 p.m. on a motion by Tera Graves. The motion was seconded by Jenny Larkin and the motion unanimously passed.

Respectfully submitted, Erin Estes – Recorder