

University of Illinois Extension — Unit #10
November 25, 2019 Advisory Council Meeting Minutes

In attendance: Karen Cole, Lisa Torrance, Mary Mowen, Shelby Carlson, Chris Enroth, Jackie Sullivan, Carrie McKillip, Sal Garza, Win Phippen, Angel Wright, Nancy Kucharz, DeVone Eurales, Tessa Hobbs-Curley, Emma Wohlstadter, Mary Ann Severs, and Jasmine Padilla.

The meeting was called to order by Win Phippen at 6:00 PM. Roll call was taken.

There were no public comments.

Previous minutes: The minutes from the August 26, 2019 council meeting were reviewed. There was one correction as Tessa Hobbs-Curley was added to the list of attendees. DeVone made a motion, seconded by Karen, to approve the minutes as amended. The motion carried by unanimous voice vote.

Financial reports: The financial reports for August, September and October FY20 were reviewed. No further explanation was needed for any items in the financial reports. Win asked if any equipment purchases were planned in the budget for the year and there are none planned. Lisa explained that the State of Illinois still owes \$28 million to the Extension program in spite of a recent payment of \$5 million which was applied to the 2020 fiscal year. There was a discussion about whether the past due vouchers will be paid. Sal stated that past due balances may be negotiated and the vouchers are still in the payment queue. Lisa explained that communication service in the Stronghurst office would be switching to McDonough Telephone Co. in the near future, which will be an improvement in quality and cost.

Karen made a motion seconded by Angel to approve the financial reports. The motion was passed by unanimous voice vote.

Staffing changes: April Ashton, 4-H and SNAP Ed staffer, will resign effective 1-3-20. Her 20 hour/week work will be divided between the two current community workers for the rest of the year. They will be compensated for the increased travel they will incur but not any additional salary. Lisa is working with leadership on campus to plan a replacement strategy.

Council reports: Karen said 4-H clubs and Federation had a strong presence at the recent Stronghurst Walk. Western Illinois University was recently awarded a \$10 million grant written by Win for penny-cress jet fuel research. He explained concepts of the project, which will be focused in our area. The hemp project he was working on has wrapped up. All 27 sites checked were clean.

Staff reports: Staff reports from Shelby Carlson, Chris Enroth, Tessa Hobbs-Curley, Carrie McKillip and Lisa Torrance were included in the Council packet and were summarized by each respective staff member.

Old Business: Federation accounts are being moved to the Foundation accounts on campus. This transition should be accomplished by the end of the year.

Open Meetings Act training on line needs to be completed as soon as possible. Lisa will re-send the e-mail and link to the training to those council members who have not yet completed the training.

Sal gave an update on Extension 3.0. Dean Kidwell at the College of ACES spoke of the need to strengthen relationships with the US Department of Agriculture and other government units. More visi-

bility for what Extension is and does needs to be created. The EPECC initiative establishes a center gathering all the various campus extension offices together. The goal is to complete this project within 1 1/2 to 2 years which is an ambitious timeline. Establishment of a \$67 million endowment is in development and land gifts are being sought. The positive impact of Extension on recruitment for the College of ACES was also recognized. There is work to establish a 4 year scholarship to ACES, one for each county in Illinois.

New Business: Office closures for the holidays were reviewed. The Warren office will be closed on Wednesday, November 27 due to staffing. On December 23 all staff will take a vacation leave day and all offices will be closed on December 23, 24 and 25 for the Christmas holiday.

The fiscal review was completed. Except for a few initials and the availability of the officer roster, the review was fine.

The civil rights review will take place in May.

The activities at Annual Conference were reviewed.

Active shooter training will be held at the Warren Co. office on December 12 from 9 AM-Noon. Council members are welcome to attend. The entire staff including Farm Bureau and Country Companies employees will complete the training.

Nancy Kucharz was introduced as a new council member from Henderson County. Lori and Casey Sutton recently resigned due to moving from the area. There is still a need for one more Henderson County member.

Shelby presented data from the Expansion and Review Committee work. She explained the changes in ways numbers were counted from year to year, making it difficult to trend data. These numbers will be used to evaluate areas which are being reached or not reached and the most effective ways to reach persons in those areas. She will work on getting numbers separately by county. Win asked if we could also include volunteer numbers.

The next meeting will be at 6 PM on January 27, 2020 at the Warren County Extension Office in Monmouth. Supper will be served at 5:30 PM. An agenda will be sent out approximately one week prior to the meeting. Lisa will notify us by phone of any changes to the meeting.

Mary Ann made a motion to adjourn the meeting and it was adjourned at 7:15 PM.

Respectfully submitted,

Mary Mowen
Secretary