

Unit 25 Extension Council Meeting
Tuesday, January 24, 2023
Online Zoom Meeting

MINUTES

Members Present: Kelley Biggs, Kacie Haag, Julie Clodfelter, Terry Bruce, Doug Raber, Justine Basnett, Don Robbins, Jim Brewer, Tonya Potts

Members Absent: Haleigh Buchanan, Sara McGehee, Rhiannon Anderson, Jan Ridgely, Paul Bruinsma, Michelle Pillar

Staff Members Present: Tara Buerster, Samantha Gaither

CALL TO ORDER

Jim Brewer called the meeting to order at 5:40 pm.

APPROVAL OF MINUTES

November 22 minutes were reviewed by the group. Terry Bruce made a motion to approve the minutes as presented, Justine Basnett seconded the motion. All were in favor, motion carried.

FINANCIAL REPORT

Tara Buerster presented the Unit 25 Financial Report as of December 31, 2022. Don Robbins made a motion to approve the finances, Terry Bruce seconded the motion. All were in favor, motion carried.

OLD BUSINESS

- a. County Office Spaces: Edwards County staff are moving into Dr. Spear's old Chiropractic office in Albion. Dr. Spear has officially stopped seeing patients in the building and remodeling projects can begin before Extension staff can move in, planned for early spring. A water leak over the Christmas break has sped up the need for new office spaces in Richland County. Potential Richland County office spaces are being looked at and reviewed by Tara. One of the potential options was recently leased by another group and is no longer available, but Tara is looking into other options.
- b. Open Meetings Act Training: All council members are required to take the training. Tara has provided the link and information regarding the training. Some council members still need to complete training.
- c. Lawrence County Junior Fair Board Agreement: The \$1500 has been paid by Unit 25 for the 2023 year. There is a local Lawrence County farmer who offered to raise the funds to donate the amount to the Unit to cover the fee.

NEW BUSINESS

- a. Second Educator for the Unit: The new Educator for Unit 25 will be a Local Foods, Small Farms Educator. Unit 25 already has a Master Gardener program, recently established, that the Educator will oversee. Plans are to post the job opening sometime in the next month.
- b. Tara Buerster also discussed a position opening for a Marketing EPC for the Unit. Most other Units have a specific marketing EPC. Currently in Unit 25 Tara and 2 other clerical staff take care of all the marketing. With everything returning to normal pace post-COVID there is a need for a new staff member in this position. Tara is hoping to get this position posted as well, in the next month.
- c. Unit Impact Focused Assessment: Tara Buerster reviewed with the council members that Unit 25 staff met all together in January to work on Step 1 of the Unit Impact Focused Assessment. Tara

said it was very successful and was very encouraging to have the staff so engaged in the success of this assessment.

- d. Engaging Diverse Audiences: Unit 25 is always looking for more diverse audiences to serve. The council members were asked to brainstorm some types of diverse audiences and opportunities to reach them. Unit 25 is planning to work alongside Unit 21 on a programming opportunity to foster parents and children, as well as offer programming to the Children's Group Home in Wayne County.
- e. Council Vacancies for 2023-2025 Term: Everyone who was up for another term agreed to stay on the Council for a second term except those who were absent. Tara agreed to check with the absentees to find out if they were interested in another term. We will have 2 openings, 1 in Wayne and 1 in Wabash County. Tara asked the council to brainstorm some names of people who may be interested.

COUNTY DIRECTOR & EDUCATOR REPORTS

County Director: Tara Buerster presented to the group information about a poverty simulation at the Regional Office of Education. She has completed her training for the simulation and has ordered the kit. She has 2 simulations scheduled and another potential opportunity to offer a third. There will be a Planning for End of Life seminar in February, in Wayne County. It will be held 4 Monday evenings in February. The Master Gardeners are holding a succulent workshop in February as well. SNAP-Ed has scheduled 4 cooking schools for the upcoming summer. Tara reviewed increasing numbers in 4-H, SNAP-Ed, and Master Gardeners. The Wayne County 4-H EPC position has been filled by Ryan Littlejohn. The Wabash County 4-H EPC position has been filled by Logan Kennard. The Richland County 4-H EPC position has been posted and will close at the end of January. Tara discussed the clerical staff issues of the Unit. During COVID clerical staff was reduced, and the duties were spread to other clerical staff throughout the Unit. Now that activities and programming have resumed to normal, Unit 25 is in need of more clerical staff. Dana will be moving full-time to Edwards County, and the Unit hopes to hire a new part-time clerical staff in Wabash County to be there 3 days a week. Finally, Tara discussed with the council members her recent travel and some upcoming events for Unit 25.

Youth Development Educator: Samantha Gaither reviewed recent programming for each county in the Unit. Unit 25 currently has 112 members in Lawrence County, 153 in Wayne County, 252 in Richland County, 107 in Wabash County, and _____ in Edwards County. Sam shared about several recent workshops and activities, as well as upcoming events for each of the 5 counties. She also discussed that two 4-H clubs applied and were granted Food Advocacy Grants.

A motion was made by Doug Raber to approve the reports, and seconded by Terry Bruce. Motion carried with none opposed.

PUBLIC COMMENT

None

NEXT COUNCIL MEETING

Tuesday, March 28, 2023, 5:30 pm

Edwards County Extension Office, 350 N 7th St, Albion, IL 62806

Council may have an opportunity to visit the new office building.

ADJOURN

Motion made to adjourn meeting by Terry Bruce and seconded by Justine Basnett. All in favor, motion carried. Meeting was adjourned at 6:30pm.