

Livingston, McLean & Woodford Extension Council Meeting September 12, 2023 Council Minutes Livingston Office, Pontiac, IL

Tera Graves called the meeting to order at 6:30 PM.

No public comment requests were submitted.

Approval of New Council Members

- Youth Representatives Term ending 8/31/2024
 - o Alana Whitfield (M) returning
 - o 2 Vacant
- New Members 1st Term ending 8/31/2025, 2nd Term ending 8/31/2027
 - o Jodi Upchurch (W) completed interim appointment 8/31/23
 - o 4 Vacant
- Reappointments 2nd Term ending 8/31/2025
 - o Dylan Cook (M)
 - o Tera Graves (L)
- Paul Wilkins made a motion to approve Youth Representatives, New Council Members, and Reappointments as listed above. Jeff Woodward seconded the motion and all members agreed, however, approvals could not move forward due to lack of quorum.
- Administrative Update
 - o Appoint Executive Committee (President, Vice President, Secretary)
 - o Appoint County Extension Board Representatives (four total for Unit)
- Will revisit as seats are still vacant. Job descriptions for nominations will be available and posted for anyone who is interested in filling the nominations.

<u>Approval of May 2023 Meeting Minutes</u> – Paul Wilkins motion to approve, Amy Schlipf seconded the motion and all members agreed; however, May 9, 2023 minutes could not be approved due to lack of quorum.

Fiscal Reports and Funding Update

- FY23
- FY24
- Fiscal Reports were passed around for Council Members. Katie Buckley gave a
 description of the report and asked if council members had any questions or
 comments.
- Spending was up in FY23 due to increased programming needs and the addition of the robotics building.
- Projected levies for FY25:
 - o Livingston \$148,000
 - o McLean \$150,000
 - o Woodford \$160,000
- By FY26 if funded at the current rate, while being fully staffed, the unit will run out of money. Every time a reduction in the levies are made, state funding decreases as well.

Business Items

- Approve Bank Signatories Motion Needed
 - o Katie Buckley, Alcha Corban, Brittnay Haag, Jenna Smith
- A motion was made by Amy Schlipf to remove Bobbie Lewis-Sibley's name from the Unit 12 bank signatories, Jeff Woodward second the motion. All members approved, however motion could not go forward due to lack of quorum.
- Staffing Update
 - o Positions currently posted:

Dylan Cook (M) A Tera Graves (L) P Lisa Maynard (W) A Debbie Ruff (L) A Amy Schlipf (L) P Jodi Upchurch (W) A Alana Whitfield (M) A Paul Wilkins (W) P Jeff Woodard (M) P VACANT (L) VACANT (L) VACANT (M) VACANT (L) VACANT (L) Executive Committee Executive Committee Executive Committee Executive Committee Function Staff Jinie Alexandre P Katie Buckley P Alcha Corban P Staci Coussens P Erin Estes P Nick Frillman P Brittnay Haag P Jeffrey Pegram P Jenna Smith P		
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- NREE Educator
- SNAP-Ed for McLean County
- Food Service Sanitation for Unity
- o County Director position has closed but no interviews are scheduled yet.
- Upcoming posts:
 - 4-H STEAM EPC
 - Marketing EPC
 - FCS Educator (failed search first time)
- Katie asked council members to please share postings when they are live. Any assistance on getting the
 information to potential applicants is helpful.

• Civil Rights Compliance

- All compliances are up-to date, please let Katie Buckley know if anyone has questions or comments.
- o Council members are urged to share any community connections that Extension doesn't already partner with.

• Program Advisory Committees

TOPIC: 4-H Program – **2022 Ag Innovators Experience**. Groups separated and participated in putting together a kit from the 2022 Ag Innovators Experience. After the activity, there was a group discussion with feedback from staff and council members.

- o 4-H Youth Development: Graves, Maynard, Whitfield, Schlipf
- o ANR: Cook, Ruff, Woodard
- o FCS: Upchurch, Wilkins

Other Business Items

• The Extension Annual Conference is scheduled at the same time as the next Council meeting, so a request was made to move the date since none of the Extension staff would be available for Council. Jinie will send an update by email once a date has been chosen.

FY24 Meeting Schedule

- November 14, 2023 (to be rescheduled)
- March 12, 2024 McLean County
- May 14, 2024 Unity Community Center

Adjourn Meeting -

Tera Graves motioned for the meeting to adjourn at 7:37 PM, Amy Schlipf seconded the motion, all agreed, motion passed.

Respectfully submitted, Rajinie Alexandre and Erin Estes – Recorder