



**Livingston, McLean & Woodford
Extension Council Meeting
Monical's Pizza, El Paso, IL
Tuesday, November 7, 2023 at 6:30 p.m.**

Paul Wilkins called the meeting to order at 6:30 PM.

Public comment requested:

Jinie Alexandre requested to include a revision to the Agenda to include Mara Knobloch for New Council Member and Grace Kaisner for New Youth Council Member. Tera Graves motioned to approve the revision, Jodi Upchurch seconded the motion and all members agreed.

After introductions, Janice McCoy mentioned Katie Buckley has been serving the County Director role for almost a year, after a robust search, Katie is hired as the permanent County Director, in which she accepted and will start the position in November. Janice congratulated Katie on accepting the the County Director position.

Approval of New Council Members

- **Youth Representatives – Term ending 8/31/2024**
 - Grace Kaisner
 - 1 Vacant
- **New Members – 1st Term ending 8/31/2025, 2nd Term ending 8/31/2027**
 - Glenn Harbin
 - Mara Knobloch
 - 2 Vacant
- Debbie Ruff made a motion to approve Youth Representatives and New Council Members as listed above. Tera Graves seconded the motion and all members agreed.
- **Administrative Update**
 - Appoint Executive Committee (President, Vice President, Secretary)
- Debbie Ruff made a motion to approve Administrative Updates as listed above. Jodi Upchurch seconded the motion and all members agreed, however, approvals could not move forward due to lack of quorum.
 - Appoint County Extension Board Representatives (four total for Unit)
- Debbie Ruff made a motion to approve Administrative Updates as listed above. Mara Knobloch seconded the motion and all members agreed, however, approvals could not move forward due to lack of quorum.

Approval of September 2023 Meeting Minutes – Tera Graves motion to approve, Paul Wilkins seconded the motion and all members agreed; however, September 12, 2023 minutes could not be approved due to lack of quorum.

Fiscal Reports and Funding Update

- 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.
- FY24 - Reconciled July, August and September.
 - It's run one month behind, October has not been given from Campus to be reconciled as of yet, that's why we only have the first three months of the fiscal year. The fiscal year is July to August.
 - Looking at the Unit budget – whatever is funded for the County stays within the County.

Council Members	
<i>Dylan Cook (M)</i>	A
<i>Tera Graves (L)</i>	P
<i>Lisa Maynard (W)</i>	A
<i>Debbie Ruff (L)</i>	P
<i>Amy Schlipf (L)</i>	A
<i>Jodi Upchurch (W)</i>	P
<i>Alana Whitfield (M)</i>	A
<i>Paul Wilkins (W)</i>	P
<i>Jeff Woodard (M)</i>	A
VACANT (W)	
VACANT (L)	
VACANT (M)	
VACANT (M)	
VACANT (M)	
VACANT (L)	
Executive Committee	
County Board Delegates	
Extension Staff	
<i>Jinie Alexandre</i>	P
<i>Katie Buckley</i>	P
<i>Alcha Corban</i>	P
<i>Staci Coussens</i>	A
<i>Erin Estes</i>	P
<i>Nick Frillman</i>	P
<i>Brittney Haag</i>	P
<i>Jeffrey Pegram</i>	P
<i>Jenna Smith</i>	A



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Business Items

- **Approve Bank Signatories – No Quorum for Vote**
 - Katie Buckley, Alcha Corban, Brittney Haag, Jenna Smith
 - Tera Graves motion to approve, Grace Kaisner seconded the motion and all members agreed,
- **Staffing Update**
 - 3 New staff
 - SNAP- Ed Community Worker - Cindy Alcazar
 - 4-H STEAM EPC – Heather Hoffman
 - ANR Volunteer EPC - Darci Webber
 - Positions currently posted:
 - Sanitation Laborer for Unity Community Center
 - Upcoming posts:
 - Marketing EPC
 - FCS Educator
 - 4H Educator for MLean
 - NREE Educator
- **Civil Rights Compliance**
 - DEIA Committee within the Unit working on trying to be more congrisiant and meeting new audiences.
 - Particiapated in sending Staff to schools in the morning for 100 Caring Adults program – where youths are greeted on their way into school, to let them know there are people there to support them as they may not have for them in they home environment. Positive feedback from that program.
 - School initiatives where we go to to culture affairs and provide services and needs to all our communities.
- **Program Advisory Committees - Council Training**
Presentation: History of Extension, Land Grant, Importance of Extension Council and How it works by Janice McCoy.

Other Business Items

- None

FY24 Meeting Schedule

- March 12, 2024 – McLean County
- May 14, 2024 – Unity Community Center

Adjourn Meeting –

Tera Graves motioned for the meeting to adjourn at 7:13PM, Glenn Harbin seconded the motion, all agreed, motion passed.

Respectfully submitted, Rajinie Alexandre – Recorder