



**University of Illinois Extension – Bureau, La Salle, Marshall, and Putnam
Multi County Unit Council Meeting Minutes. June 14, 2022, 6:00 p.m.
Illinois Valley Community College, CTC-124**

The June 14, 2022 meeting of the Bureau, LaSalle, Marshall, Putnam Extension Unit Council was called to order at 6:00 PM by Chairperson Beth Acuncius. Beth welcomed everyone. Roll Call was taken.

Attendance:

Council Members Present: Steve Tuftie, Elmer Walter, Douglas Stockley, Mary Ann Waits, Judy Wright, Monico Nunez, Beth Acuncius.

Staff Present: Interim Extension County Director, Susan Glassman.

Minutes for March 29, 2022:

- Monico Nunez moved to accept the March 29 minutes as written. Mary Ann Waits 2nd. Motion carried.

Treasurer's Report:

- County Banner Reports; February, March & April were included in packets.
- Beth Acuncius presented the In and Out Account Reports and Banner Reports. The In and Out Account Reports were approved as presented. Motion to approve by Doug Stockley and second by Steve Tuftie. Motion carried.

Organizational Reports (reported by Susan Glassman)

1. Finance:

- FY23 Unit Budget Update; the final FY23 Budget was submitted on June 13, 2022. All annual funding approved locally with agreements for Bureau, LaSalle, Marshall & Putnam Counties. We are in good standing. State matching funds are estimated at 65%, but they have been as high as 80%.
- LaSalle County Budget Update; LaSalle County Update, projected budget changed due to a decrease of 21,000. They are looking for a new renter to take over the office, please share. And HCE agreed to fund 2500 but are unsure of their donation at this time. They will not know until after the 4-H fair what the exact donation will be. These two changes were calculated, and carryover will be used for the FY23 budget.
- Requesting funding from LaSalle County American Rescue Plan. LaSalle County Board, Finance & Fees Committee encouraged Extension apply; We are asking for lost revenue due to COVID amounting to 31,760.00 from FY21 fundraising. We also are asking for lost revenue due to a decreased donation from the foundation of 21,000. The application will include a request for 52,760.00 for lost revenue.
- The Marshall-Putnam Ag in the Classroom Grant application was discussed and approved. The grant is due by July 19, 2022. FY23, funding estimate at \$8,000. Council voted; approved by Mary Ann Waits and second by Steve Tuftie.

2. **Program Reports:** (reported by Susan Glassman) Susan provided highlights from program reports to council members. She shared that program reports that were sent by mail and included:
 - 4-H & Youth Development, 4-H Youth Development Program Coordinators
 - 4-H & Youth Development Educator, Beth Dellatori
 - Ag in the Classroom, Sarah Poignant
 - Nutrition & Wellness Program Educator, Susan Glassman
 - Illinois Nutrition Education/SNAP-Ed Program, SNAP-Ed Program Coordinator, Sherry Todas
 - Education Center & Community Teaching Kitchen, SNAP-Ed Program Coordinator, Jani Kidd
 - Ag & Natural Resources, Program Coordinator, Daryle Wragge

3. **Community & Economic Development Program Support:** Report provided for update from Ottawa Local Food Campaign by Susan Glassman.
 - Marshall County Mental Health Board Support
 - Rural Sociology Study, Sheffield, Illinois
 - Ottawa Local Food Campaign, Nutrition & Wellness; attended meeting. Ottawa was not able to offer a farmers market this summer due to a shortage of vendors.
 - Local Government Education Webinars: monthly; handout provided
 - Learn at Home Online Education: all program areas;

4. **Agriculture:**
 - Ag & Natural Resources: Crops have been planted for the season; the joint Extension & IVCC research & demonstration plots at the IVCC farm continue. Susan Glassman shared a welcome to our new Commercial Ag Educator, Phillip Alberti. She hopes he will join us at the next council meeting. She provided a handout with Photos of FY23 seasonal planting of the research and demonstration plots.
 - Educator Phillip Alberti is providing Illinois Extension research-based resources to contribute towards the development of a cannabis course for IVCC. He is working with Dean Groleau to assist their new staff member who will be teaching the course in the fall.

Teaching Kitchen: Susan shared that in May, we learned from state administration that the kitchen will not be relocating. The kitchen was a SNAP-Ed pilot project. The decision was based on the investment it would take for relocation. With the lease termination, it was not feasible to complete another project; those buildout funds were not available again. The lease ends on July 31, 2022. Inventory will go back to the local offices and surplus is being coordinated with campus. Our moving date is July 26. Staff that are housed at the kitchen will be relocating their offices to Ottawa and will continue their outreach to the communities served through the SNAP-Ed grant. We are incredibly sad to see it close.

5. **Outreach Efforts:** (reported by Susan Glassman). Susan reviewed outreach programming for the Unit. This also demonstrated our civil rights compliance for reaching out to target audiences.

- 4-H Latino Program Grant: DePue Schools; Beth attending a conference which will help provide guidance to develop grant opportunities.
 - SNAP-Ed Grant/Illinois Nutrition Education Programs summer calendar to reach at-risk audience for Illinois Junior Chef Cooking Schools; Manilus, Neponset, Streator, Spring Valley, LaSalle, Oglesby.
6. **Marketing:** In-person 4-H Shows Flyers and Schedules were shared by Susan Glassman for each county show. Council members were invited to all 4-H shows.
- **Bureau County 4-H Show:** July 14, 15, 16, 2022 at the Bureau County Fairgrounds in Princeton
 - **LaSalle County 4-H Show:** July 14, 15, 16, 17, 2022 at the LaSalle County Fairgrounds in Ottawa
 - **Marshall-Putnam 4-H Show:** July 18, 19, 20, 21, 2022 at the Marshall-Putnam Fairgrounds in Henry

Old Business:

Beth Acuncius presented the Nominating Committee update and recommendations for new appointments as follows:

- New Appointments were discussed and approved; Willard Mott, Bureau County, Jeralyn Backes, Bureau County, Chris Dvorak, LaSalle County, Debbie Buffington, Putnam County, Kathryn Erjavsek, Putnam County. Note: Dr. Lindsay Gensler, Marshall County is unable to participate at this time.
- Re-Appointments for Second, Two-year Term were discussed and approved; Elmer Walter, LaSalle County, Douglas Stockley, LaSalle County, Luke Holly, Putnam County

Mary Ann Waits made a motion to accept. Second by Doug Stockley. Motion carried.

New Business:

- Susan shared we have a new Extra-Help Master Gardener/Master Naturalist/4-H Extension Program Coordinator, Bettyann Harrison. A news release was sent welcoming her to Unit 8.
- Susan provided update that the County Director position is closes on June 17.
- Beth Acuncius and Susan Glassman recognized outgoing council members for their years of excellent service. They were thanked for their many contributions. Members included: Jeremy Jenkins, LaSalle County, Judy Wright, Bureau County, Alicia Lopez, Bureau County, Lisa Palm, Marshall County, and Beth Acuncius, Putnam County. Framed certificates will be provided to the members along with a thank you gift.

The next meeting date:

- September 21, 2022 at 6:00 PM. Location; IVCC room C-316

Other Items/Announcements:

None.

Steve Tuftie moved to adjourn the meeting and Doug Stockley 2nd. The motion carried.
Meeting adjourned at 7:00 PM

Respectfully submitted,
Judy Wright