

Extension Council Meeting Minutes
September 25th, 2019
809 Broadway Ave, Mattoon, IL 61938
12:00-1:00

- I. Call to order by Vice Chair, Jim Sparks at 12:03. Jim opened meeting with a welcome and discussed the new Mattoon office location with positive remarks.
- II. Roll Call done by Jim Sparks. In attendance: Gerry Bertrand, Sean Breen, Bryon Coffman, Jennifer Hendrickson, Dave McCabe, Julia Miller, Juan Nevarez-Barron, Sheldon Raber, Curt Rincker, Mike Sowers, Jim Sparks, Grant Wade, and Beth Williamson. Guests Included: Cheri Burcham, Family Life Educator; Julie Ritchey, Region 3 Director; Danna Lewis, County Director; and Elizabeth Mason, Office Support Assistant.
- III. Motion to approve the June 6, 2019 meeting minutes was done by Beth Williamson, Curt Rincker gave second approval, no opposed.
- IV. New members in attendance: Gerry Bertrand, Jennifer Hendrickson, Sheldon Raber, and Grant Wade briefly told a bit about themselves. Gerry discussed his past in grain farming and how he is now with First Neighbor Bank in assisting with agriculture marketing. Jennifer discussed her work with the Produce and Purchase board, as well as the wellness collaboration in Coles. She also mentioned that she is a former 4-H member. Sheldon has been in the community the last 12 years and currently manages the Arthur Produce auction. Grant is the pastor at Sullivan First Christian church and loves serving and being a part of the community.
- V. Danna Lewis presented Extension Updates.
 - a. Fiscal: The End of year carryover-306,418.51 started our trust account for this year. Balance as of August 1st= 424,203.09 (with 80% funds still waiting to be received). Self-supporting= 58,428.89. A goal is to move towards a carryover of one year's expense. With the move, Coles would like to move their In/Out account from Prairie State Bank to First Neighbor Bank who has been a long supporter of Extension, and it would allow accounts to be with the same bank, making accounting simpler. A motion to close the Prairie State Bank account and to open an account with First Neighbor bank was made by Bryon Coffman, and seconded by Sheldon Raber. No opposed.
 - i. Annual review of the signature cards was completed at the banks for our In/Out Account and are as follows:
 1. Coles: Prairie State Bank: Cheri Burcham, Jaylynn Maxey, Jenny Lee, Danna Lewis, and Kim Morrison
 2. Moultrie-Douglas: State Bank of Arthur: Danna Lewis, Cheri Burcham, Dave Shiley, Angie Welker, and Shannon Breen
 3. Cumberland: First Neighbor Bank: Cheri Burcham, Jenny Lee, Jaylynn Maxey, Danna Lewis, Kim Morrison
 4. Shelby: Shelby County State Bank: Yolanda Nation, Danna Lewis, Kim Morrison, Sherri Hudson

Motion to remove Sherri Hudson and Shannon Breen, as they are no longer active, from signature cards was made by Dave McCabe, and seconded by Jennifer Hendrickson.

- b. Personnel: no changes to report
 - c. Facilities: Coles office moved to 809 Broadway Ave in Mattoon on August 22nd, 2019. The Moultrie-Douglas office moved to 304 Progress St in Arthur on September 9th, 2019. The Shelbyville office remodel was completed on September 12th, 2019. Cumberland office will be the next space to be remodeled.
- VI. Extension Council Orientation, Julie Ritchey Region 3 Director University of Illinois Extension Presentation (Powerpoint presentation will be attached with Minutes)
- VII. There is no old Business to report
- VIII. New Business:
- a. Call for nominations for Secretary. Sheldon Raber volunteered to be Secretary. Motion to approve was brought forth by Beth Williamson, and seconded by Curt Rincker. No opposing.
 - b. Needs assessment: Danna would like the Councils help in reviewing the draft of the needs assessment, with a goal of having it finished in Mid-October, to be distributed from November-January. Would like the results in the Spring with 500 members participating from each community. They will be distributed through the newspaper, mail, online, and at booths set up at Dollar General's in the Communities. The assessment should reflect what the community is needing/wanting in relation to Extension programming. The last one was done 6-7 years ago and the response rate was not high. Danna is asking the Council Members to have 25 of the survey's completed from family, friends, co-workers, community members. The survey will also be in county board packets.
- IX. Other Items: Cheri Burcham passed out the 2019 Farm Progress show "Wordel" which showed one word responses from individuals when they were asked to think about "What does University of Illinois Extension Mean to You?" Jim Sparks also discussed being inducted into the 2019 4-H Volunteer Hall of Fame and what a positive experience it was for him.
- X. Motion was made to adjourn the meeting at 1:03PM by Jim Sparks, Bryon Coffman seconded the motion, all were in favor, no opposed.