

## Extension Council Meeting Minutes

March 12, 2020

Illinois Extension, 304 E. Progress Arthur, IL 61911

12:00 – 1:00

I. Call to order by Doug Harlan at 12:01 pm.

II. Roll call done by Doug Harlan. In attendance: Gerry Bertrand, Sean Breen, Jennifer Hendrickson, Dave McCabe, and Beth Williamson. Others in attendance included: Doug Harlan, Interim County Director; Kim Morrison – 4H Youth Development Educator, Cheri Burcham – Family Life Educator, Angie Welker – Moultrie-Douglas 4H Program Coordinator, Susan Stollard – Moultrie-Douglas SNAP-Ed Community Worker and Teri Boehm – Unit Fiscal Support.

III. No motion was made regarding the January 2020 minutes due to the lack of a quorum.

IV. Moultrie-Douglas Staff and Doug Harlan gave updates on extension activities

A. Susan Stollard reported on her work with the Arthur Produce Auction.

B. Angie Welker reported on Moultrie-Douglas 4H activities.

C. Doug Harlan provided an update regarding the University and Extension's response to the Coronavirus. Doug stated that any program or event with more than 50 attendees will be cancelled. The policy is in effective indefinitely. Extension Administration will review the policy on April 15<sup>th</sup>.

D. Kim Morrison provided updates on her 4H Youth programming in the Unit.

E. Cheri Burcham provided updates on her work with Seniors and Brain Health.

IV. Doug Harlan Presented Extension Updates

A. Fiscal

1. Doug spoke to Council regarding the Council's budget agreement. He stated that the agreement is part of the Unit's budget. The agreement will be for \$40,000 again this year. The agreement funding comes primarily from Master Gardener and Master Naturalist fundraising events

B. Personnel

1. Doug Harlan provided an update on the County Director Search. He stated that the interviews have been completed, but no job offer had been made to date.

2. Doug Harlan updated the Council on the new Master Gardener and Master Naturalist Program Coordinator position. He said that Jenny Lee, current Coles County 4H Program Coordinator had accepted the position. She began her new duties on March 1<sup>st</sup>. The Coles County 4H Program Coordinator position had been advertised. The position closes on March 17<sup>th</sup>.

C. Facilities

1. No updates for most.

2. Doug provided an update regarding the Unit's copiers. He has worked with Watts Copier to rent new machines

VI. Community Needs Assessment

Doug provided Council members with the final survey results. He asked that each member review the results and provide feedback to him regarding their priorities for programming.

VII. Old Business

1. Cumberland County Healthy Food Distribution was held on February 22<sup>nd</sup> in Toledo. 89 members of the community were supplied with food at the event.

VIII. New Business – None

X. Motion to adjourn the meeting at 12:40 PM.