

**University of Illinois Extension  
Fulton-Mason-Peoria-Tazewell Unit  
Extension Council Meeting  
Monday October 3, 2022  
Tazewell Extension Office Pekin, IL**

Minutes

- Call to Order – The meeting was called to order by Chair Kim Dunnigan at 12:00 p.m. Those attending were Kim Dunnigan, Hector Corona, Patty Wieggers, Janine Donahue, Holly Koch, Sunita Shastry, Emily Rogier, Cindy Intravartolo, Paul Gottemoller, Maria Gottemoller, Steve Waterworth, Meghan Curless, and Earl Allen. Also present were Nicole Flowers-Kimmerle, Kristi Smith, and Kaytlin Beekman.
- Recognition of outgoing members -- After introductions were completed, certificates were presented to outgoing members: Meghan Curless, Steve Waterworth, Erika Eigenbrod, and Sunita Shastry.
- Approval of Minutes -- After review, the minutes of the April 4, 2022, meeting were approved by consensus.
- Election of Officers – Holly Koch moved to accept the slate of officers and Sunita seconded the motion, which passed unanimously. The officers for the coming year are—
  - Chair – Kim Dunnigan
  - Vice-Chair—Holly Koch
  - Secretary—Patty Wieggers
  - Financial Reporter—Shundell Broomfield

**Programming Updates**

- Short updates of their programs were given by the following:
  - Nicole Flowers-Kimmerle—Master volunteers
  - Kristi Smith—Peoria 4-H
  - Kaytlin Beekman—SNAP-ED Direct Education

**New Business**

- Appointment of county extension board representatives – Holly moved and Janine seconded the motion that the representatives from each county will serve as the county extension board delegation for their county. The motion passed unanimously.
- Approval of signatories for local account signature cards – Kim moved and Hector seconded the motion to approve the following signatories for local account signature cards:
  - Fulton/Mason—Earl Allen, Christine Belless, Joli Pierson, Tara Heath, Emily Schoenfelder, Skye Mibbs, Krista Gray
  - Peoria/Tazewell—Earl Allen, Judy Schmidt, Kristi Smith, Emily Schoenfelder, Katherine Girone, Anita Wilkerson, Rebecca CrumrineThe motion passed unanimously.
- FY2022-23 Holiday Office Closing Schedule--The Christmas Holiday Office Closing Schedule will be December 23, 2022—January 2, 2023. The schedule was approved by consensus.

**Fiscal and Administrative Updates**

- Fiscal update—
  - FY23--Earl reported that our unit has received the money owed by the state from past years, and we are now in a strong position. He can now begin filling positions that have been vacant.

- FY23—The counties are very supportive.
- Staffing Update—Earl reported the following staffing update:
  - Richard Proffer has been hired as Community and Economic Development Educator for our unit.
  - Ag Econ & Farm Management Educator interviews will be October 14<sup>th</sup> and 20<sup>th</sup>.
  - The SNAP-Ed Educator position will be advertised through October 7<sup>th</sup>.
  - Earl is planning to hire 1 fulltime and 1 halftime Program Coordinator for Special Projects and 4-H support.
  - Secretarial support is a possibility, if needed.
- Civil Rights—The annual report is due November 30<sup>TH</sup>, and the 3-year State review will be Spring, 2023.

### **Other Business**

- Approval of 2023 Extension Council meeting schedule—The schedule for 2023 Extension Council meetings will be the 1<sup>st</sup> Monday of February, April, and October from 12:00—1:00p.m. at the Pekin office or by Zoom. The schedule was approved by consensus.
  - Monday February 6, 2023
  - Monday April 3, 2023
  - Monday October 2,2023
  - Additionally a summer 2023 County Extension Board meeting will be held in each county—date and time to be determined.

**Next Meeting**—The next meeting will be Monday February 6, 2023 in the Pekin office or by Zoom.

**Adjournment**—The meeting was adjourned at 1:10p.m. with Hector making the motion to adjourn and Janine seconding it.

Patty Wieggers , Secretary