

I ILLINOIS™

Extension

Unit 19 Council Meeting

December 3, 2020 from 12:00 to 1:00pm

Location: Zoom

- I. Pam called the meeting to order at 12:03PM
- II. Council Member Roll Call- Gerry Bertrand, Sean Breen, Jennifer Hendrickson, Jess Knearem, Ginger Kuhn, Julia Miller, Sheldon Raber, Chris Strohl, Grant Wade. Also in attendance at the meeting: Pam Vaughan-Sturgeon, Liz Mason, Cheri Burcham, Diana Litteral, Mary Beth Massey, Kathy Deters, Jenny Lee, Jessica Hays, Kim Morrison, Jaylynn Schober, Penny Hood, Susan Stollard, Nancy Purdy.
- III. Approval of March 12, 2020 Meeting Minutes- Gerry Bertrand makes motion to approve, motion seconded by Chris Strohl. Motion carries 9 to 0.
- IV. Welcome and Introductions
- V. Ice Breaker – Cheri Burcham- Cheri led us in “Would you rather?” questions. Discussion was active.
- VI. Council Elections: Chair, Vice Chair, and Secretary- Jess is willing to be the Chair again. Vice Chair and Secretary Position is open. Sheldon Raber nominates Jess Knearem for Chair, Gerry Bertrand seconds the motion-The motion carries 9 to 0. Vice Chair: no nomination or volunteers, tabled at this time. Secretary: Rev Grant Wade nominated by Jess Knearem, Sean Breen seconds the motion. The motion carries 9 to 0.
- VII. Extension Updates: County Director, Pam Vaughan-Sturgeon
 - a. Personnel
 - i. Master Gardner and Master Naturalist Program Coordinator – Pam Introduced Jenny Lee.
 - ii. Coles 4-H Extension Program Coordinator – Jessica Hays- Pam Introduced Jessica.
 - iii. County Director – Pam Vaughan-Sturgeon- Pam introduced herself. Pam states that things are working out very well and is excited to move forward with Extension Council.
 - b. Fiscal
 - i. Budget Update- The budget will be reviewed over in more detail at the next Extension Council meeting in January
 1. Trust- roughly \$693,000 –good standing
 2. Self-Supporting – roughly \$58,000 –Pam also states this is in good standingWill go into more in depth of the budget in next meeting to discuss future planning. We are ahead of where we were last year. Pam asked if any members had any questions at this time. Pam will e-mail documents to all members before next meeting for members to examine in further detail. No questions were asked from Council.
 - ii. Update Bank Signature Cards
 1. Remove Extension Program Coordinators- Jenny Lee, Jaylynn Schober, Yolanda Nation, and Angie Welker- University has requested program coordinators removed from bank accounts. Only County Director and Educators are to be on the bank accounts. Jess Knearem makes

motion to remove PC and add County Director, Jennifer Hendrickson 2nds. The Motion carries 9 to 0.

2. Add County Director- Pam Vaughan-Sturgeon- See above.
- c. COVID-19 Update- Extension is continuing to provide great programs (virtually and when face to face is allowed with proper protocol). Illinois Department of Health website and reports are frequently looked at to help determine staff working remotely. In Late October, and early November we were working in a hybrid situation following protocols. But at this time, we are remote until February 1st. In January, numbers in each county of cases will be looked at again to see if we will be going back in a hybrid situation full time, or remaining remote. We are following the reports, statistics, and the University wishes. We are continuing to answer calls, e-mails, and provide programming. We have learned new ways to serve individuals and hoping that we are reaching new groups of individuals with our programming.
 - d. Program Updates 3-5 presentation from each content area
 - i. Family Life – Cheri Burcham- Please see attachment with minutes for report.
 - ii. 4-H & Youth Development – Kim Morrison –. We were pleased with the turnout of families who photographed or videoed their projects and uploaded them for virtual fair this year. We had 35-52% participate in virtual fair across the counties, average of around 46% enrolled participated in the virtual fair. Even in year with face to face we don't get 100% of kids enrolled exhibiting in fair. Kim explained that staff tries to stress that the fair is not the end all, be all of the 4-H Program. There is a lot more to 4-H then just showing at the fair. But it is a benchmark for kids and they want to participate in it. Kim states that we are proud of those that participated this year and we were able to provide awards. Opportunities to get in the schools are lower this year because of restrictions. Staff decided to focus on 4-H clubs and enrollment and to offer supplemental activities. Monthly activity kits will go to all 4-H members, and is a unit wide project. Kits are being set up for January as a first aid kit. February is a catapult project, simple activities for younger children (Cloverbuds ages 5-8), and a detailed project for older children (ages 8-18). We are teaming up with FarmBot project which is a computerized precision agriculture equipment and have partnered with Elevate and Lake Land College, as well as FFA and Ag instructors at Mattoon high School. A very active volunteer who is also in the Master Gardener and Master Naturalist programs is also assisting with the FarmBot project. 5000.00 worth of funding received from the state 4-H office. Just had their first meeting about coordinating their plans as it is just getting started recently.
 - iii. Master Gardener & Master Naturalist – Jenny Lee- Jenny started this position in April of this year. Due to COVID restrictions they have not been able to interact with the MG's in person as much as they would like. There are 66 Master Gardeners in our Unit, the majority of them are in Coles County. There is interest increasing in the surrounding counties. Master Gardeners assist in asking questions that we get from public, around 40+ calls this year. 2,000lbs of garden produce was harvested this year and donated to local pantries and programs in need. Lee Wallace and Beth Williamson won State Master Gardener Awards. Lee has been a Master Gardener since 2011, and Beth since 2013. Our spring plant sale was cancelled, but we were able to have a fall sale at the 18th street farmer's market. Master Gardeners liked the new location and made over \$1000 in profits. Monthly meetings

have moved to a virtual setting. Attendance has been down 10-15% from “normal” meetings due to virtual setting. A new Idea Garden sign has been installed which is located by Sarah Bush. There have been six new Master Gardeners graduated in the spring, and there are five more about to graduate the training soon. Jenny has applied for a grant for plant markers with QR codes for the Idea Garden. Upcoming events planned: February hybrid MG training, March Spring into gardening conference, March fruit tree pruning workshop, speaker’s bureau, workshops, and park walks. Had to cancel this year’s Master Naturalist training program, but plan to have it in the fall of 2021. Master Naturalist had a virtual conference and one of our local MN gave a presentation on tree identification. Kathryn Bulver (another Master Naturalist) has photo essays she has done which can be found on Douglas Heart Nature Center and our Master Naturalist Facebook pages. Boot Brush Stations have been installed at Fox Ridge to reduce spread of invasive species. See report attached for full information.

iv. SNAP-Ed – Mary Beth- Please see report attached with minutes.

VIII. Old Business – no old business

IX. New Business

- a. Addition of Extension Council Members- Jess offered to help with calling and trying to recruit new members, Jess would like everyone to think of one person who would be good on Council, but we need to look and see what counties need more individuals and Pam will be touching base on this to help recruit members to cover our five county region on Council.
- b. Unit 19 - Plan of Work- table this as time is very short as our meeting as run over an hour. This can be discussed at the next meeting. Pam plans on talking with each council member and regular attendees and then it will be discussed in January meeting.

X. Other Items- no other items, next time we will keep meeting under an hour

XI. Adjournment- Sean Breen moves to adjourn meeting, motion carries 9 to 0. Any follow up questions ask Liz, they will get you to who you need to speak with. Meeting adjourned at 1:12PM.

Next Meeting: January 14, 2021 – Location: TBA