

**University of Illinois Extension  
Dupage-Kane-Kendall Unit Council  
October 24, 2019 ~ Kane County Office, St. Charles  
Meeting Minutes**

*Council Members Present:* Wayne Gehrke, Cheryl McGarrity, Steve Gustis, Colleen Haas, Madison Solomon, Tahiti Weaver, Dave Klussendorf

*Excused Council Members:* Mazher Ahmed, Nancy Bell, Laura Reppy, Emily/Sydney Reppy, Crystal Cavey, David Pileski, Steve Wolf

*Extension Staff in Attendance:* Donna Nager, Rosie Ralston, Deanna Roby-Vorgias, Amy Henschen, and Laura Barr Walker

### **Call to Order**

As our past chair was not present, Deanna Vorgias called the meeting to order at 6:45 p.m.

### **Introductions and Welcome**

Everyone in attendance introduced themselves and the county they are from. Deanna then proceeded to give a brief overview of the role of Unit Council as well as Extension.

### **Approval of June Minutes**

After talking time to read through the minutes from June 26, 2019, they were approved. Steve Gustis motioned to approve the minutes and Tahiti Weaver seconded the motion.

### **Financial Reports**

The budget for FY20 was presented to the group. This budget only represents one portion of the total budget. Deanna is working with the fiscal secretary, Julie Jarmusz, to include all accounts and show all expenditures. Steve Gustis asked when the last fiscal audit had been and Deanna indicated they completed a bank account audit in August. The bank account audit is done annually. We also had a total Unit audit when the transition of County Directors occurred.

### **Old Business**

Budget-

Deanna shared that we learned in September we had been cut totally from the DuPage County Board budget. She shared that with the help of volunteers, we were put back in the budget at the \$30,000 amount. This is \$35,000 less than what we typically receive and we asked for \$80,000. Deanna also shared that for the Kane County Riverboat Grant we will receive \$63,000 which is \$26,000 less than what we will receive this fiscal year.

### Staffing Updates-

There have been six new hires this year and there is an open position in DuPage for the SNAP Ed program.

### Staff Reports

All of the staff reports were read by council members before the meeting. The council then discussed with Rosie Ralston on how to simplify future reports. Rosie would like to update the form of these reports to simplify them for readers and inform them on previous and upcoming events. Members agreed the photos should still be included and bulleted lists might help. Steve Gustis included that more infographics would be something he would like to see.

### Impact Reports-

Members present asked about county specific impact reports. Deanna shared that currently we are doing county specific impact reports for Kane and DuPage Counties. Both of those funders request the information. In Kendall County, Deanna goes before the board to provide a verbal report and ask for funds for the current fiscal year. For the overall Unit impact report, the plan is to use the same format as last year in which they cut the report down to 12 pages compared to six years ago when it was 28 pages.

### Website-

Rosie Ralston went over all the new logistics with the new state designed website. There was a training session in late July and the website was released in August. She shared there had been some struggles with the new template and it requires the viewer to make more clicks to get where they need. However, this new site is easier to read on phones and is easier to find. Rosie shared that in just three weeks over twenty people had found the site and requested more information on 4-H. New updates to the template will come from the state but it will be the county's job to update their website. Council members were recommended to explore the new website.

### New Business

#### Election of Officers-

The following was decided by a unanimous vote:

Chairman- Tahiti Weaver

Vice Chairman- Steve Gustis

Secretary- Madison Solomon

Financial Recorders and signatories:

DuPage- Steve Gustis

Kane- Colleen Haas

Kendall- TBD (February meeting)

The following were appointed to be Extension Board Members. The motion was made by Colleen Haas and seconded by Wayne Gehrke.

DuPage- Tahiti Weaver, Cheryl McGarrity, Steve Gustis, David Pileski

Kane- Madison Solomon, Colleen Haas, Dave Klussendorf, Wayne Gehrke

Kendall- Crystal Cavey, Laura Reppy, Steve Wolf, (one member TBD)

**Future Meeting Dates**

The January/February meeting (and other future meeting dates) will be decided by a doodle poll sent out by email.

**Adjournment**

Dave Klussendorf made a motion to adjourn the meeting and Steve Gustis seconded the motion. The meeting was adjourned at 7:50pm.

Submitted by:

Madison Solomon, Secretary