

University of Illinois Extension – Unit 18
Extension Council Minutes
Skype Call due to COVID-19
October 15, 2020

Call to Order:

The meeting was called to order at 7:06 pm by acting chairperson Connie Beck.

Those in attendance from Extension Council: Terry Trader, Dr. Jerome Epplin, Roberta Gorden, Cheryl Canavan, Sandy Hefner, Connie Beck, Moe Burns, Jack Stork and Roberta Gorden. Staff in attendance: Amanda Cole, Lisa Peterson, and Sara Marten.

Minutes, June 2020: Tabled review until December's meeting.

Fiscal Report: FY20 May, June and Year-End Trust & Revolving Reports presented by Amanda Cole. She explained that the State Match was paid in full for FY20 and back owed as well. Then FY21, July & August Trust & Revolving Reports were presented. Reports filed as presented.

COVID-19 Updates:

Staff returned to all the offices in August. Doors opened to the public starting in September. However, if a county or region goes into "Warning" status, the doors are closed to the public, and curbside pick or pre-scheduled appointments only are allowed. Also, staff go to 50% in person at the office, other assigned work time is completed via tele-commuting. Lastly, all in person Extension lead programming/meetings, and all at the office in person programming/meetings are cancelled or moved to a virtual format.

Community Partners Award 2020.

Amanda reminder Council the reason behind these new awards and how COVID-19 had impacted the process. The award to Jersey County is being presented in the near future to Farm Credit. After much discussion, the following winners were selected: Christian County: CEFS; Macoupin County: Carlinville Area Hospital; and Montgomery County: Bremer Sanctuary.

Extension Council – Open Meetings Act Training:

Amanda discussed how members have to complete the Open Meetings Act. Member that need the training will be sent the link to complete from home, or invited to do in the local Extension office. Amanda reconfirmed which current members are already trained due to their elected or appointed positions in the community:

Robert Gorden, Connie Beck, Jack Stork, Sandy Hefner, Terry Trader, Jerome Epplin, Cheryl Canavan, and Veryl Reiher (not present, but an elected official for Macoupin County).

Extension Council Election of Officers 2020-2021:

Terry nominated Jack to be chair. Cheryl closed nominations; Connie 2nd; all in favor.
Terry volunteered to be vice chair. Sandy closed nominations; Connie 2nd; all in favor.
Jack nominated James to be treasurer. Sandy closed nominations; Cheryl 2nd; all in favor.
The secretary position was tabled until December's meeting.

Signatures on Unit 18 In/Out Checking Account – Update:

Currently, those that can sign are Amanda Cole, Andrew Holsinger, Sara Marten, and Lisa Peterson. Sandy motioned to retain the following signatures on the Unit 18 In/Out checking account at CNB-Bank, Amanda Cole, Andrew Holsinger, Sara Marten and Lisa Peterson. Jerome seconded the motion. All in favor. Motion passed.

Review Meeting Schedule for 2021:

It was discussed to continue to meet the third Thursday of each month at 7 pm, via skype until it is deemed appropriate to resume travel and in person activities.

Here are the proposed meeting dates: March 18, June 17, October 21 and December 16.

Holiday Schedule – Closure Approval:

The Extension office proposed holiday closure schedule is closing end of business, Wednesday, December 23, 2020 and reopening, Monday, January 4, 2021. Moe motioned to approve the proposed schedule, Sandy seconded the motion, and all in favor.

Wi-Fi

Amanda discussed the opportunity to create Wi-Fi hot spots available to the public at the local Extension offices. Moe shared with eh group the need to college students to have access points to do their assignments, take tests online and attend lectures. Amanda will continue to work with landlords and the Extension tech support to see which offices are best suited to provide this community outreach.

SHIELD Illinois

Amanda then discussed the potential opportunity to bring the COVID-19 saliva based testing to communities int eh near future. She will be attending a statewide Q & A this afternoon and will then get back with potential partners to see if it is the right fit for all involved.

2020-2021 4-H Enrollment Fees

Amanda shared with Council members, that she decided and hoped to have their support to waive the \$20, 4-H Enrollment Fees for both current and new members for the 2020-2021 4-H year. She wanted to remove any barriers that would prevent 4-H membership. The Council agreed this was a good idea and that the Unit could financially support this decision. Families are dealing with so much this year, removing the \$20 fee, was an easy decision to make. Then it will be re-evaluated for future years.

Educator Reports

Lisa Peterson, Nutrition and Wellness Educator, shared the collaborative newsletter that she and the SNAP-Ed staff have created and distributed monthly to approximately 200-300 contacts. She was the first to offer an in person program in August, and it went well. She has another in person Food Managers class scheduled in Carlinville in the near future. And has been actively engaged in many other projects as well.

Sara Martin, 4-H/Youth Development Educator, shared the kits that the 4-H team built and provide to youth in the communities served, Lego Leadership online class that started last night and has 17 youth enrolled, and “Find Your Spark” which is a multi-unit program to introduce youth to 4-H. Lastly, she shared the status of 4-H enrollment and the number of leads for potential new members received since April of this year.

Jack motioned to adjourn the meeting at 8:20 pm, Sandy second.

APPROVED December 17, 2020.