

# Unit 26 Extension Council Meeting

September 17, 2018, 6:00 p.m., Franklin County Extension Office

## MINUTES

**MEMBERS PRESENT** – Ron Ferguson, Don Harsey, Beverly Harsey, Michaela Stewart, Greg Jones, Amber Anderson, Rick Avery, Rick Whitecotton, Ruie Whitecotton. Staff members: Lynn Heins, Susan Sloop, Sara Marten, Marc Lamczyk, Jennifer Newbury

**CALL TO ORDER** – Rick Avery called the meeting of the Unit 26 Council to order at 6:05 p.m.

**MINUTES** – The council reviewed the minutes from the May, 2018 meeting. Ron Ferguson made a motion to approve the minutes as presented. Don seconded. All were in favor; the motion carried.

**FINANCIAL REPORT** – Lynn Heins presented the year-to-date FY19 financial report and the year-end FY18 report. Ron Ferguson made a motion to accept the financial reports as presented. Rick W. seconded. All were in favor; the motion carried. Lynn Heins provided a staffing and budget update. The unit is almost fully staffed with the exception of the Horticulture Educator position. The interview process has ended and Austin Little accepted the position. Austin will begin work January 2.

## NEW BUSINESS

- Welcome and introductions – Each staff member and council member provided introductions.
- Engaging a diverse council – Lynn Heins explained that the council is always seeking and recruiting diverse community members to most effectively reach under-represented audiences in the five county unit.
- Council orientation – Lynn Heins delivered a council orientation presentation where new and existing members learned about the history and mission of University of Illinois Extension and the charge/purpose of the Extension Council.
- Officer nominations and elections – Rick Avery proposed the following slate of officers: Chair, Ron Ferguson; Vice Chair, Rick Whitecotton; Secretary, Brenda Jones. Don made a motion to accept this slate of officers for the 2018/2019 Extension Council year. Amber seconded. All were in favor; the motion carried.
- Open meetings act training – Lynn showed the council how and where to access the open meetings act training via the Secretary of State website. Council members should complete the training within 90 days of assuming position on the council.
- Update in/out check signatories – The council voted to approve the following as check signors in each county. Rick Avery made the motion to accept the slate of signors outlined below. Rick Whitecotton seconded. All were in favor; the motion carried.
  - Franklin in/out signors – Lynn Heins, Gay Bowlin, Ian Perkins, Cindy Bauman, Marc Lamczyk (retain Gay Bowlin)
  - Jackson in/out signors – Lynn Heins, Brenda Jones, Jessica Grammer, Maggie Rose
  - Perry in/out signors – Lynn Heins, Rhonda Shubert, Josh Gross
  - Randolph in/out signors – Lynn Heins, Susan Sloop, Brandi Swisher, Greg Jones (Remove Eddie Kerkhover, add Greg Jones)
  - Williamson in/out signors – Lynn Heins, Rick Avery, Susan Sloop, Toni Kay Wright

## STAFF REPORTS

- Verbal Reports:
  - Franklin County Extension Staff and Unit 26 Educators provided verbal staff reports.

- Written Reports – The council reviewed the written reports.

In closing, outgoing Chair Rick Avery thanked the staff and Extension Council. He encouraged the staff to wear nametags as new members are getting to know them.

### **FY19 MEETING SCHEDULE**

November 19 at 6 p.m. in Jackson County

January 14 at 6 p.m. in Perry County

March 18 at 6 p.m. in Randolph County

May 20 at 6 p.m. in Williamson County

### **ADJOURNMENT**

- The meeting was adjourned at 7:50 p.m.