



Extension

COLLEGE OF AGRICULTURAL, CONSUMER  
& ENVIRONMENTAL SCIENCES

## University of Illinois Extension Council Meeting

Serving Franklin, Jackson, Perry, Randolph and Williamson Counties

Monday, September 16, 2019 at 6:00 p.m.

Franklin County Extension Office

1212 Route 14 West, Benton IL

### Minutes

**Members present:** Ron Ferguson, Sherri Wilson, Don Harsy, Beverly Harsy, Larry Alvarado

**Staff members present:** Lynn Heins, Jance Curry-Witzman, Nathan Johanning, Marc Lamczyk

**CALL TO ORDER** - Chairman Ron Ferguson called the meeting to order at 6:10 p.m.

**FINANCIAL REPORT** – The financial report was presented. Lynn provided an overview of how Extension is funded through diverse revenue streams.

### NEW BUSINESS

- Welcome and introductions – Each member introduced themselves, plus an area of interest.
- Engaging a Diverse Council – Lynn facilitated a discussion about the importance of parity for extension councils so our membership looks like the area we serve.
- Council orientation – Lynn provided a presentation for council orientation.
- Council member recruitment – The members discussed ways they can recruit new members.
- Officer nominations and elections – Tabled for next meeting
- Open meetings act training – Lynn Heins informed members that they will need to take the open meetings act training. A handout with the website was provided.
- Update in/out check signors – need motions to update signors in Jackson, Randolph and Williamson Counties. Tabled for next meeting.
  - **Franklin in/out signors** – Lynn Heins, Gay Bowlin, Ian Perkins, Cindy Bauman, Marc Lamczyk
  - **Jackson in/out signors** – Lynn Heins, Brenda Jones, Jessica Grammer, Maggie Rose (need motion to remove or retain Brenda Jones and Jessica Grammer)
  - **Perry in/out signors** – Lynn Heins, Rhonda Shubert, Josh Gross

- **Randolph in/out signors** – Lynn Heins, Susan Sloop, Brandi Swisher, Greg Jones (need motion to remove Susan Sloop and Brandi Swisher, and add at least one other Randolph County Council member or staff member)
- **Williamson in/out signors** – Lynn Heins, Rick Avery, Susan Sloop, Toni Kay Wright (need motion to remove Rick Avery and Susan Sloop and add at least one other Williamson County Council member or staff member)

## **STAFF REPORTS & DISCUSSION/Q&A**

- Verbal Reports by Franklin County Extension Staff
- Written Reports by All Staff

## **FY19 MEETING SCHEDULE**

Monday, September 16, 2019 – Franklin County Extension Office, 6 p.m.

Tuesday, November 12, 2019 – Jackson County Extension Office, 6 p.m.

Monday, January 13, 2020 – Perry County Extension Office, 6 p.m.

Monday, March 16, 2020 – Randolph County Extension Office, 6 p.m.

Monday, May 18, 2020 – Williamson County Extension Office, 6 p.m.

## **ADJOURNMENT**

*Thank you for coming! Safe travels!*

# University of Illinois Extension Council Meeting

Serving Franklin, Jackson, Perry, Randolph and Williamson Counties

Tuesday, November 12, 2019 at 6:00 p.m.

Jackson County Extension Office 402 Ava Road, Murphysboro, IL 62966

***NO MINUTES AVAILABLE***

***AS MEETING WAS CANCELED DUE TO INCLIMATE WEATHER.***



## Extension

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### Unit 26 Extension Council Meeting

January 13, 6:00 p.m.,  
Perry County Extension Office  
3764 State Rte 13/127  
Pinckneyville, IL 62274

#### Minutes

**MEMBERS PRESENT** – Ron Ferguson, Don Harsy, Beverly Harsy, Sherri Corn, Lori Robertson, Harvey Gillespie, Amber Anderson

**STAFF MEMBERS PRESENT** – Heather Willis, Lynn Heins, Rhonda Shubert, Toni Kay Wright, Landon Chandler

#### TO ORDER & WELCOME/INTRODUCTIONS

**PERRY COUNTY 4-H UPDATE** – Three Perry County 4-H Youth addressed the extension council to share their future plans and how 4-H impacted their decisions.

**MINUTES** – Amber Anderson made a motion to approve the minutes as presented. Sherri seconded. All were in favor; the motion carried.

**FINANCIAL REPORT** – Amber Anderson made a motion to approve the financial report as presented. Beverly seconded. All were in favor; the motion carried.

#### OLD BUSINESS

- Election of Officers – This will be tabled for the next meeting.
- Update Signature Cards
  - **Franklin in/out signors** – Lynn Heins, Gay Bowlin, Ian Perkins, Cindy Bauman, Marc Lamczyk
  - **Jackson in/out signors** – Lynn Heins, Brenda Jones, Jessica Grammer, Maggie Rose (need motion to remove or retain Brenda Jones and Jessica Grammer) Sherri made a motion to retain Brenda and Jessica as signors. Amber seconded. All were in favor; the motion carried.
  - **Perry in/out signors** – Lynn Heins, Rhonda Shubert, Josh Gross
  - **Randolph in/out signors** – Lynn Heins, Susan Sloop, Brandi Swisher, Greg Jones (need motion to remove Susan Sloop and Brandi Swisher, and add at least one other

- Randolph County Council member or staff member). Don made a motion to remove Susan Sloop, Greg Jones and Brandi Swisher from the signature card, and add Rhonda Shubert and Toni Kay Wright. Amber seconded. All were in favor; the motion carried.
- **Williamson in/out signors** – Lynn Heins, Rick Avery, Susan Sloop, Toni Kay Wright (need motion to remove Rick Avery and Susan Sloop and add at least one other Williamson County Council member or staff member). Harvey made a motion to remove Rick Avery and Susan Sloop from the signature card, and add Amber Anderson. Lori seconded. All were in favor; the motion carried.

## **NEW BUSINESS**

- County Director Update – Lynn provided an update for the unit budget and unit staffing.
- Review Food and Health Survey – The extension council reviewed and discussed survey results from the Food and Health assessment that was distributed to council members.
- Needs Assessment Activity – Lynn facilitated a needs assessment activity where council members built upon previous brainstorm work.

## **STAFF REPORTS**

- Verbal Reports:
  - Perry County Extension Staff provided verbal staff reports
- Review Written Reports – The extension council reviewed the written reports

## **NEXT MEETING – MARCH 18, 6 P.M. AT RANDOLPH COUNTY EXTENSION**

## **FY20 MEETING SCHEDULE**

Monday, May 18, 2020 – Williamson County Extension Office, 6 p.m.

## **ADJOURN**

# University of Illinois Extension Council Meeting

Serving Franklin, Jackson, Perry, Randolph and Williamson Counties

March, 16, 2020 at 6:00 p.m.

Perry County Extension Office

***NO MINUTES AVAILABLE***

***AS MEETING WAS CANCELED DUE TO COVID-19***

***SOCIAL DISTANCING RESTRICTIONS.***



## Extension

**COLLEGE OF AGRICULTURAL, CONSUMER  
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### **Unit 26 Extension Council Meeting**

**June 1, 2020**

**2:00 pm**

**Zoom**

- Welcome – Lynn Heins, Unit 26 County Director
- Ron Ferguson, Unit 26 Council Chair, welcomed Council members present
- Lynn asked staff present to introduce themselves: Jennifer Newbury, Cindy Bauman, Marc Lamczyk, Maggie Ray, Austin Little, Katie Bell, Becky Needham, Heather Willis, Rhonda Shubert, Landon Chandler, Michaela Stewart, Toni Kay Wright, and Ramona Girtman.
- Council introduced themselves: Ron Ferguson, Williamson County; Amber Anderson, Franklin County; Larry Alvarado, Perry County; Don and Beverly Harsy, Perry County.
- Display of previous minutes
  - Amber approved
  - Second by Larry
  - Motion carried
- Note that March meeting was cancelled due to COVID-19
- Lynn gave Unit 26 Financial Report Update
  - Trust, Self-Supporting, Smith-Lever, all but SNAP
  - Through May 29, 2020
  - Amber approved
  - Second by Ron
  - Motion carried
- New staff gave verbal biography and introduction
  - Ramona Girtman, 4-H Program Coordinator, Williamson County
  - Katie Bell, Extension Educator, Local Foods/Small Farms, serving Unit 26
  - Susan Odum, Extension Specialist, Community and Economic Development, serving Region III
  - Michaela Stewart, 4-H Program Coordinator, Randolph County
- Note council member Harvey Gillespie joined the meeting
- County Director update by Lynn Heins
  - Success of Program Year 2018-19 shared through programming report
  - Shared Contacts by State Issue Area report
  - Talked about COVID-19 immediate response by staff and how virtual programs have reached areas beyond our unit

- Posed question to council about how they feel we can reach underprivileged audiences? Those without access to internet and/or technology? Council shared their ideas.
  - Unit 26 budget update given
  - Unit 26 staffing update given on four openings
  - Brief discussion on staff return to office policies
- Educators gave programming updates on their area
  - Lynn gave the 4-H update on behalf of Jance Curry-Witzman
  - Toni Kay Wright, SNAP
  - Katie Bell, Ag and Natural Resources
  - Austin Little, Ag and Natural Resources
- Lynn announced plans for Perry County office moving this summer
- Ron spoke about Census reporting
- Lynn will be sending out a Qualtrics survey to all council members
- Lynn thanked all members for their service, with a special thank you to Don and Beverly Harsy for their time as council members
- Meeting adjourned