

U of I Extension Unit #11: Fulton-Mason-Peoria-Tazewell
Extension Council Meeting Minutes
Monday, December 3, 2018
Noon
Tazewell County Extension Office, Pekin

The Fulton-Mason-Peoria-Tazewell Extension Council met December 3, 2018 at the Tazewell County Extension Office. Council members present were Shundell Broomfield, Meghan Curless, Kim Dunnigan, Erika Eigenbrod, Maria Gottemoller, Mark Gottemoller, Paul Gottemoller, Holly Koch, Sunita Shastry, Tyson Walters, Steve Waterworth and Patty Wiegers. Also in attendance was Earl Allen, County Director. Absent members were Sally Bair, Nicole Forsberg, Katherine Gottemoller, Carla Presnell, and Rosemary Palmer.

Sunita called the meeting to order at 12:02 pm.

The roster and council grid were passed out to review. Introduced the new members as well as recognized outgoing members – Cindy Chaffin, Kelvin Sampson, Terry Baum and Riley Baum.

A motion to approve the April 30, 2018 minutes was made by Steve Waterworth, seconded by Shundell Broomfield. Motion Carried.

Election of Officers. A motion was made by Megan Curless, and seconded by Tyson Walters to elect Sunita Shastry as Chair, Erika Eigenbrod as Secretary, Kim Dunnigan as Vice-Chair, and Steve Waterworth as Financial Reporter. Motion carried.

New Business:

A motion was made by Kim Dunnigan and seconded by Holly Koch to appoint each council member as the county extension board representatives in their resident counties. Motion carried.

A motion was made by Erika Eigenbrod and seconded by Paul Gottemoller to approve the following signatories for local account signature cards (both in/out and Federation).

- Fulton-Mason In/Out account with Havana National Bank – Earl Allen, Janis Blout, Christine Belless, Joli Pierson, Jill Hopps, and Emily Schoenfelder
- Peoria-Tazewell In/Out account with Busey Bank – Earl Allen, Margaret Cover, Judy Schmidt, Cathy Ludolph, Emily Schoenfelder, Katharine Girone, Anita Wilkinson
- Unit Federation account with Havana National Bank - Earl Allen, Janis Blout, Christine Belless, Joli Pierson, Jill Hopps, and Emily Schoenfelder, Margaret Cover, Judy Schmidt, Cathy Ludolph, Katharine Girone, Anita Wilkinson

It was noted that the Extension Office will be closed for the Christmas holidays from December 24, 2018 through January 1, 2019

Earl went over the local audit results of the Fulton, Mason, Peoria, and Tazewell in/out and federation accounts. A motion was made by Kim Dunnigan and seconded by Erika Eigenbrod to approve the audits, motion carried.

Fiscal and Administrative Updates:

Fiscal Update - Earl

- For Fiscal Year 2018 we started the reserve at \$698,000. The reserve increased \$111,000 for a total of \$809,000 and we are still due match, which will help our Fiscal Year 2019 balance.
- U of I campus has continued to allow each unit to receive close to \$325,000 in Smith Lever dollars to help cover state matching money that has not come in. This will also be available in FY20.
- Levy requests have been passed in all four counties and stayed level for the year

Staffing update – Earl

- Retirements – Rhonda Ferree, Debbie Shelby, Ronda Mitchell
- Resignations – Jason Haupt, Glenna Mount, Jeremy Crull
- Hired Diane Roecker and Patty Wieggers as extra help substitute secretaries
- Hired Deb Balagna as full-time Fulton secretary
- Just finished interviews to refill the Horticulture educator position
- Will start interviews for the SNAP-Ed Extension Program Coordinator position next week
- Submitted the hiring request for the open Tazewell SNAP-Ed Community Worker

Civil Rights Update – Earl

- Will be having a 3-yr review May 8, 2019
- Staff Navigating Difference Training was completed in October

Earl will email the Open Meeting Acts training web link to all Council members.

Programming Update:

- Each council member described their extension program involvement during the past summer and fall.

Other business

- Proceeded to have discussion of direction for replacing Jason Haupt, Natural Resources educator. Some of the options discussed were Commercial Agriculture educator (crops); Commercial Agriculture educator (ag econ); STEM (Science Technology Engineering and Math) and CED (Community Economic Development).

Future meetings

We are planning to meet on the 1st Mondays from noon to 1 pm in February 2019 (program updates), April 2019 (annual budget), and September 2019 (start of new program year. In June/July Earl will be convening meetings with local individual county extension boards and invite council members to attend in their respective counties.

There being no further business, the meeting was adjourned at 1:05 p.m.