



Illinois Extension

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

University of Illinois Extension
Sangamon, Menard, and Logan Counties
Extension Council & Board Meeting Agenda
March 10, 2022 - 7:00 p.m.
Sangamon County Extension Office

Agenda Items:

- **Call to Order** – The meeting was called to order by Chairman Nancy Dixon at 7:05pm.
- **Council Members & Staff Present:** Elsie Ransdell, Vera Small, Nancy Dixon, Zach Dixon, Emma Wankel, Katie Smith, Jacob Hartman, Keenan Leesman, Phil Sidles, and Terri Miller Casey.
- **Previous Meeting Minutes**
The minutes from the January council meeting were presented. A motion to accept last meetings minutes was made by Vera Small and seconded by Phil Sidles. Motion passed.
- **Open Meetings Act Training Requirement**
Casey reminded the council members that because Extension is a public entity, they are required to follow the rules of the open meetings act which were established to ensure that meetings were held publicly and in an open manner. The training is pretty straight forward and is offered for free on-line with the State of Illinois. Once they have completed the training, council members should send her either a hard copy of the certificate of completion to the Extension office, or they can send a digital copy to her via email.
- **Financial/Fiscal Updates**
Casey reported that she is currently working on the FY2023 budget. The main focus this year will be adjusting to and mitigating the effects of inflation on unit finances. Inflation is on the rise. The cost of goods and services are going up dramatically and looking ahead salaries will surely have to increase to follow pace to attract or retain workers. Extension has not requested an increase in funding from any of the county boards since at least 2011. Working with them and their representatives on this Council, Extension will be requesting a leavy increase this upcoming budget year in all three counties equal to the official increase in CPI. (5%) The county boards establish county budgets and approve levy request, so it will ultimately be up to them if the requested increases are approved.

She noted that on the bright side, the Unit had many individual donations this year. This year the amount of individual donations totaled \$22,437.25. A motion was made by Vera Small and seconded by Elsie Ransdell to approve the Extension Council Agreement for FY2023 in the amount of \$22,437.25. The motion passed.

Casey thanked the community and the county boards for their past and continued support.

- **Program Updates**
Casey handed out copies of program reports prepared by Extension staff and pointed out highlights.

- **Staffing Update**

Casey reported that unfortunately they had failed searches to refill both Sangamon (Springfield area) SNAP-Ed Community Worker and Logan County 4-H Program Coordinator positions. They will not repost the Community Worker position until the new labor union contract is completed, and new salary numbers are available. She is working to recruit interested applicants for the 4-H position and hopes to repost it by the end of March.

- **Reaching New Audiences/Meeting Community Need**

Casey said that she was seeking participants in a Unit wide ag subcommittee. The meetings would be informal and conversational and a way to hear what the concerns are in the ag community and assess need. Casey asked members to let her know anyone who they feel Extension should extend an invitation to join. These individuals do not have to serve on the Council and there is no commitment other than joining the conversation when they can.

Casey also informed the council that they are also undertaking a three-year plan of work process and Unit needs assessment starting this year. She thanked the council members again for completing the questionnaire at the previous meeting. She reminded them that she welcomes feedback and ideas at any time, and they need only reach out. Staff will also be working to conduct various needs assessment with members of the community and partners in the months to come.

- **Future Meeting Dates**

Thursday, June 9, 2022 – 7 PM (Menard County Extension Office)

Thursday, October 13, 2022 – 7 PM (Logan County Extension Office)

- **Public Input**

There were no comments from the public.

- **Adjournment**

A motion was made by Phil Sidles and seconded by Vera Small to adjourn the meeting. The motion passed. The meeting was adjourned at 7:49 pm.