

**University of Illinois Extension – Bureau, La Salle, Marshall, and Putnam
Unit Council Meeting Minutes
April 2, 2019, 6:30 p.m.
IVCC Campus, Room CTC 124**

The April 2, 2019 meeting of the Bureau, LaSalle, Marshall, Putnam Extension Unit Council was called to order by Chris Dvorak.

Chris welcomed everyone and Roll Call was taken.

Attendance:

Council Members –

Monico Nunez, Steve Tuftie, Chris Dvorak, Francis Morse, Mike Kasap, Hugo Heredia, Beth Acuncius, Judy Wright, Kindra Pottinger, Jeremy Jenkins, Dr. John Ehrhardt,

Staff present: County Director, Jill Guynn, and Ag Program Coordinator, Daryle Wragge

Minutes for December 4, 2018:

- Francis Morse moved to accept the December 4 minutes as written. Steve Tuftie 2nd. Motion carried.

Treasurer's Report:

- Jill presented the In and Out Account Reports and Banner Reports. She explained the temporary use of Unit carry-over/emergency funds and Smith-Lever funds in place of the withheld State of Illinois Matching Funds. The In and Out Account Reports were approved as presented. Motion to approve by Dr. John Ehrhardt and second by Jeremy Jenkin. Motion carried.

Organizational Reports

Finance:

- No State Matching Funds have been received for FY19. Due to the extended fiscal crisis, the State Extension Office has been providing temporary funding to supplement the 27 Units located across the State so the Unit's emergency funds are not depleted. Local donations must be maintained in order to cover program costs. We are using our carry-over funds to cover the gap from the lack of State Matching Funds.

Jill reported that the Putnam County Board maintained their level of funding for the coming year at \$57,950.

The Bureau County United Way application was discussed and the council approved the funding agreement for the coming year. Motion to approve by Judy Wright and 2nd by Francis Morse. Motion carried.

The FY20 proposed budgets for each office were reviewed and discussed. Each county group met in advance to talk about their respective budget. The change to the Statewide 4-H Federation accounts was explained and the transition plans will occur in 2019. Jill will set budget meetings with the Bureau County (May) and LaSalle County Boards for annual funding support for FY20. Steve will assist in getting on the LaSalle County Board Finance Committee agenda in June. Dr. Ehrhardt praised

Jill and her staff for all of the value added to the counties. Hugo shared avenues of success he has used to promote programs. The group discussed the need for greater visibility and value for dedicated marketing efforts. A committee was formed to meet and discuss ideas. Members include: Chris, Mike, Steve, Jill, Hugo.

Hugo made a motion to approve the FY20 proposed budget for the new fiscal year. Second by Dr. Ehrhardt. Motion carried.

Program:

The program reports that were sent by mail were highlighted by Jill. Monico explained the new 4-H Digital Ambassador project; she is a trained volunteer for Bureau County and will be assisting with the youth and programs. Jill also shared the new Community and Economic Development program that is scheduled for May 16 in LaSalle, Pam Schallhorn, Extension CED Educator, will be presenting the program, “Developing a Creative Economy”. The Ag in the Classroom Report was provided by Julie Read in the mailing. Daryle also provided a report on the agriculture programs and upcoming research and demonstration plot plans with the IVCC Ag Department. Daryle brought up the need for Extension to help in some way with the stress farmers are having with the economic situation. Jill said she is on an Extension group to explore resources. Chris asked Daryle if he could set up a plot visit for the council prior to their June 18 council meeting. Daryle agreed to provide the tour for the group.

Outreach Efforts: (Reported by Jill Guynn)

- Jill provided an update on the programs being conducted by Diana Lopez, part-time 4-H Latino Extension Program Coordinator, through the new 4-H Latino Program in DePue. The program is growing each month.
- The Unit’s SNAP-Ed staff continue to reach at-risk audiences. Staff continue to work with food pantries, WIC groups, and other targeted clientele groups. New partners and programs are resulting through the new Education Center & Community Teaching Kitchen.
- A Ribbon Cutting and Open House was held at the Education Center & Community Teaching Kitchen on February 26. There was a great turn-out of people and partners including our LaSalle County Board members (Steve, Mike, Kindra and Dave were there). U.S. Senators’ Offices were represented (Senator Durbin and Senator Duckworth) and Congressman Adam Kinzinger’s Office.
- The hiring of the community workers is on a temporary hold until we can see what the new cost share will be for the new grant year.

Marketing:

No report.

Old Business:

Jill suggested a Nominating Committee be formed for the two open seats for Marshall County. The Youth Development Educator position hiring is underway and the deadline for applications is April 18. This is an important position for the Unit.

New Business:

Chris asked for a motion to approve Kindra Pottinger for the LaSalle County Extension Board to replace Dave Torres. Monico made the motion and Francis was the 2nd. Motion carried.

All re-appointments present accepted for a second, two-year term (Chris and Mike).

Chris asked Jill to check with Laurie and Brandy.

Chris asked for a Nominating Committee to work with Jill for the two open seats in Marshall County. Jill will contact Dr. Ehrhardt and Lisa Palm for a meeting.

Chris explained House Bill 2264 and said more information will be coming. Steve suggested the information be shared with 4-H parents for support. Jeremy encouraged youth to contact the representatives. Jill thanked Chris for all of his work on HB2264 and for keeping everyone informed.

Jill explained the Statewide Extension EEO Program Plan which was emailed to members. There were no questions.

Upcoming meeting dates:

Full Council Meeting:

Tuesday, June 18, 6:30 p.m.: June Full Council Meeting, at IVCC

Other Items/Announcements: June meeting: Chris said we will approve new council members for fall and celebrate John's four years of service. Daryle will set up the plot tour and we will have a report of the committee for marketing and communications.

Francis Morse moved to adjourn the meeting and Jeremy 2nd. The motion carried.

Respectfully submitted,
Judy Wright