

**University of Illinois Extension – Bureau, La Salle, Marshall, and Putnam
Unit Council Meeting Minutes
March 30, 2021, 5:00 p.m.
Zoom Meeting**

The March 30, 2021 meeting of the Bureau, LaSalle, Marshall, Putnam Extension Unit Council was called to order by Chairman Chris Dvorak.

Chris welcomed everyone and new LaSalle County Board representatives to the council were welcomed: Douglas Stockley and Elmer Walter.

Roll Call was taken.

Attendance:

Council Members:

Judy Wright, Beth Acuncius, Chris Dvorak, Jeremy Jenkins, Lisa Palm, Carla Schaer, Douglas Stockley

Staff present: County Director, Jill Guynn, Youth Development Educator, Beth Dellatori, Stacie Mertes, Office Support Specialist

Minutes for October 27, 2020:

- Jeremy Jenkins moved to accept the December 12 minutes as written. Beth Acuncius 2nd. Motion carried.

Treasurer's Report:

- Jill presented the In and Out Account Reports and Banner Reports. The In and Out Account Reports were approved as presented. Motion to approve by Beth Acuncius and second by Lisa Palm. Motion carried.

Organizational Reports

Finance:

Jill gave a State funding update. One-half of the FY20 County Board Match was received to date. The State Extension is waiting for the FY21 funding for the current fiscal year. Extension is included in the new State of Illinois budget at the same levels. Jill explained the Smith-Lever funding as a part of the Unit budget as temporary support from State Extension. State Extension has provided support for three years covering most expenses. In FY21, we have \$75,000 of Smith-Lever to offset office rent and some wages. This support has been a great benefit to our Unit and has positioned us well as long as we keep our local funders, and the level of funding, stable. Our budget formula is based upon local donations to bring State match and Federal funding, and other grant support to our counties. Due to the COVID-19 Pandemic, we are short in some planned donations and revenue from fundraisers that had to be cancelled. Jill and staff met with the Putnam County Board in December to provide a program/budget update. The Putnam County Board has pledged \$58,000. for FY22. The board was very appreciative of all of the services provided by Extension. The Bureau County United Way annual funding agreement was reviewed. Judy Wright made a motion to approve and Beth Acuncius, second. Motion carried. The FY22 proposed budget was presented and discussed. Jill had previously met with each council group to review the individual budgets and discuss revenues and expenditures. A motion to approve the proposed budget was made

by Jeremy Jenkins, second by Carla Schaer, motion carried. Jill will contact the Bureau County Board and LaSalle County Board to make the annual program/budget presentations and funding requests for FY22.

Program:

Jill noted the program reports that were sent by mail:

- 4-H & Youth Development Reports from 4-H Program Coordinators & Youth Development Educator, Beth Dellatori
- Illinois Nutrition Education/SNAP-Ed Program Report from Sherry Todas
- Education Center & Community Teaching Kitchen Report from Jani Kidd
- Master Gardener/Master Naturalist Report from Meg Overocker
- Ag in the Classroom Report from Samantha Smoode
- Nutrition & Wellness Education Report from Susan Glassman

A program update was provided by Youth Development Educator, Beth Dellatori. She shared new programming through partnerships with STEM programs and local libraries. The plans for in-person summer 4-H fairs were shared and it was noted that they will continue to adapt as needed to meet the required COVID-19 safety requirements.

Jill presented Unit program highlights and an update on the agriculture education partnership with IVCC. An agriculture and natural resources mailing was sent in December and an email with both Unit and state-wide agriculture and natural resources programming was sent out in January. People can be added to the email distribution list at any time. Four in-person Testing sessions with the IDOA for private pesticide applicators were held to date with another scheduled for April 7 in Princeton. Russ Higgins and Daryle Wragge are working with IVCC on the joint Research & Demonstration Plots for spring planning/planting.

Outreach Efforts: (Reported by Jill Guynn)

Jill reviewed outreach programming for the Unit:

- 4-H Latino Program Grant: DePue Schools: will be offered again.
- SNAP-Ed Grant/Illinois Nutrition Education Programs continue to reach at-risk audiences/update. She noted that the Unit's SNAP-Ed program began around 1994.
- Extension Education Center & Community Teaching Kitchen Update:
 - Model site to be shared with Unit 2 (Boone, Ogle, DeKalb) in April;
 - “Abriendo Caminos, Clearing the Path to Hispanic Health” for Hispanic Audience;
 - Virtual Walking Club for Summer.
- Hiring SNAP-Ed Community Worker, LaSalle County, for Extension Education Center & Community Teaching Kitchen Underway

Marketing:

In-person 4-H shows are under development. We will work with the local health departments and our volunteers for planning the modified shows. Beth requested help in promoting the upcoming 4-H fairs. Chris asked for flyers to be shared when they are ready.

Old Business:

The Nominating Committee update was provided. Needed are the following: LaSalle County, 2 new members; Putnam County, 1 new member; Marshall County, 1 new member; Bureau County, 4 new members. New member recommendations and re-appointments will be voted on at the June meeting.

New Business:

None.

Council Meeting Dates for Year:

- June 15: Full Council Meeting: 5:00 p.m. if by Zoom/Virtual and 6:00 p.m. if in person. Planning for in-person. Will notify by email closer to the June 15 date.

Other Items/Announcements:

None.

Beth Acuncius moved to adjourn the meeting and Carla Schaer 2nd. The motion carried.

Respectfully submitted,
Judy Wright