

**University of Illinois Extension – Bureau, La Salle, Marshall, and Putnam
Unit Council Meeting Minutes
September 4, 2018, 6:30 p.m.
Meeting held at IVCC, Room CTC 124**

The September 4, 2018 meeting of the Bureau, LaSalle, Marshall, Putnam Extension Unit Council was called to order by Chris Dvorak.
Chris welcomed everyone and introductions were made.

Election of Officers was conducted: Brandy Sandberg was nominated as Financial Reporter; Laurie Delgado was nominated as Secretary; Hugo Heredia was nominated as Vice President; Chris Dvorak was nominated as President.

Motion by Mike Kasap/second by Judy Wright. Motion carried.

Extension Board Representatives were approved as follows:

Marshall County: Dr. John Ehrhardt, Lisa Palm

Putnam County: Brandy Sandberg, Beth Acuncius

Bureau County: Hugo Heredia, Monico Nunez

LaSalle County: Teri Rossman, Chris Dvorak

Attendance:

Council Members –

Monico Nunez, Steve Tuftie, Chris Dvorak, Laurie Delgado, Francis Morse, David Torres, Mike Kasap, Hugo Heredia, Teri Rossman, Jeremy Jenkins, Brandy Sandberg, John Ehrhardt, Lynne Weber, Beth Acuncius, Judy Wright, Lisa Palm

Staff present: County Director, Jill Guynn, and Nutrition and Wellness Educator, Susan Glassman

Minutes for June 5, 2018:

- June 5 minutes were approved as written.

Treasurer's Report:

- Brandy presented the In and Out Account Reports and Banner Reports. Jill explained the use of In and Out Accounts and the Banner reports. The use of Unit carry-over/emergency funds in place of the withheld State Matching Funds was reviewed. The State Extension is providing temporary support to all Units across the state for core programming. We ended the fiscal year in good standing. The In and Out Account Reports were approved as presented. Motion to approve by John Ehrhardt and second by Hugo Heredia. Motion carried.

Organizational Reports

Finance:

- Good news was shared regarding the FY18 State Matching funds and the FY19 State Extension Budget. Extension Units were notified that the State Extension Office

- received a partial check for State Matching Funds for FY18 (ending June 30). Also noted is that the full funding for Extension is in the State of Illinois Budget for FY19. We have not had State of Illinois matching funds since July of 2015. 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 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. The funding that the Governor promised has not yet been received.
- In June, the LaSalle County Board continued their annual funding level for Extension. Thank you to Chris, Mike and Steve for attending and sharing their comments about the value of Extension.
In August, Marshall County Board held Budget Hearings for FY19. They had cut Extension's funding last year. Jill had requested level funding of \$76,719. A cut of \$10,019. was made by the Board. (Money was needed for their pension fund.) The funding amount for FY18 is \$66,700. At the Budget Hearing on August 29, Jill requested to have the funding restored to the \$76,719. Level for FY19.
 - The annual approval of In and Out Account check signatures were approved as follows:
Bureau County: Jill Guynn, Francis Morse, Judy Wright
LaSalle County: Jill Guynn, Mary Jane Spinazola, Gus Rinker
Marshall-Putnam: Jill Guynn, Mary Ann Magnuson, Kevin Kunkel
Motion to approve by Brandy Sandberg and second by Beth Acuncius. Motion carried.

Program:

The program reports that were sent by mail were highlighted. The Ag in the Classroom Report was provided by Julie Read.
Susan Glassman, Nutrition and Wellness Educator, was present and provided a power point presentation about her programming. Susan mentioned a new program that she can provide, "Real Colors". It is 3-4 hours long. There are both youth and adult programs. Jill noted that a joint field day for the ag research plot would be held this fall. New signs would be put up by the field. She has also scheduled the Pesticide Safety Education Training and Testing with the Illinois Department of Agriculture for this winter. Needs and ideas for the winter ag calendar are welcomed. A handout was provided on the upcoming, 2 part Municipal Approaches to Solar Energy.

Outreach Efforts: (Reported by Jill Guynn)

- The 4-H Latino Program will be covered by the State 4-H Office for continuation on a regular basis. The State will pay for a 15 hour per week position to extend 4-H to new audiences in our Unit. DePue Schools has agreed to partner with Extension for the program. The part-time 4-H Latino Extension Program Coordinator position was filled. Diana Lopez will start on September 10.
- SNAP-Ed/Illinois Nutrition Education Programs continue to reach at-risk audiences. Staff continue to work with food pantries, WIC groups, and other targeted clientele groups. Illinois Junior Chefs and 4-H Summer Cooking Schools were held this summer. A power point program was shown with the communities and youth served.

Youth programs were held this summer in the new state pilot community teaching kitchen. A weekly after-school program is being planned at the site. Susan has a Healthy Desserts program scheduled in September and there will be a community and Economic Development Program there in October. The new Program Coordinator will be hired soon. Programming will continue to build.

Marketing: Summer 4-H Fairs/Shows:

The new 4-H Program year begins in September. National 4-H week is held in October. Watch for 4-H club displays.

Old Business:

There is an open council seat for Marshall County. Chris encouraged recommendations for a new member.

New Business:

Council meeting dates for the upcoming year are as follows:

Tuesday, October 16, 6:30 p.m.: New Council Member Orientation Meeting (open to all), at the Extension Office at IVCC

Tuesday, December 4, 6:30 p.m.: December Full Council Meeting, at the new Extension Education Center and Community Teaching Kitchen in LaSalle, 944 First Street, LaSalle

Tuesday, April 2, 6:30 p.m.: April Full Council Meeting, at IVCC

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

March Budget Meetings:

Tuesday, March 19, 7:00 p.m., Bureau County Budget Meeting at Bureau County Extension Office in Princeton

Wednesday, March 27, 4:15 p.m., Marshall-Putnam Budget Meeting, Marshall-Putnam Extension Office in Henry

Thursday, March 28, 5:00 p.m., LaSalle County Budget Meeting, LaSalle County Extension Office in Ottawa

Other Items/Announcements: None

Francis Morse moved to adjourn the meeting and the motion carried.

Respectfully submitted,
Laurie Delgado