

Shawnee County Extension Executive Board Meeting Minutes

5:30 pm Tuesday, April 12, 2022 via Zoom

1. Angela Dake, Chair, called the meeting to order via Zoom.
2. Barbara Coultis, Secretary, called roll. Members present: Angela Dake, Laura Moore, Barbara Coultis, Linda Croucher, Brian Bayless, Molly Drimmel, Christi McKenzie, Dave Bartels.
3. Agenda items – none
4. Public Comment - none
5. Communications –Barbara read a letter from Aramark Healthcare
6. Consent Agenda Items
 - a. Reading and approval of March minutes
 - b. Treasurer’s report
Net Balance from Last Report: \$691,646.05
Bank Deposits this Month: \$17,800.80
University Checks Received this Month: \$5,455.38
Total Receipts: \$714,902,23
Total Expenditures this Month: \$54,327.82
Net Balance this Month: \$660,574.41
7. Reports
 - a. PDCs – none
 - b. Agent Report– Lisa Martin, EFNEP Agent
 - c. Director Report – Candis Meerpohl had her first session of NELD and will attend the two sessions in June and September. Candis asked the Board to review the Agents quarterly reports that are sent to us. They are doing amazing things and reviewing their work quarterly will better prepare you for Agent Performance reviews in October. The office’s water heater has bit the dust and the county is working on replacing it.
8. Board Training – Candis gave a PowerPoint presentation about the Extension Office’s yearly budgeting process.
9. Unfinished Business - none
10. New Business
 - a. Dave moved to approve the consent agenda. Laura seconded. Motion passed.
 - b. Grace Wiens went over the proposed Fair rule changes that the 4-H PDC approved. Christi moved to accept the changes as presented. Dave seconded. Motion passed.
 - c. Laura moved to approve Lisa Martin to pursue applying for SNAP Ed grants. Molly seconded. Motion passed.
 - d. Barbara moved to open the part-time 4-H Office Professional position. Laura seconded. Motion passed. Discussion summary: This position is in this year’s budget. We have just been waiting for Grace to get settled and for events to start up again. We can’t go over 990 hours in a calendar year because we do not have the budget for benefits.
 - e. Barbara moved, to stay with Silver Lake Bank for the Extension Council CD renewals. Brian seconded. Discussion summary: Candis shared information on with current CD rates at several Topeka banks.

f. Angela and others on the Districting Exploration Committee spoke about their views on forming a district with the Douglas County Extension office, based on past committee meetings. Laura moved that we encourage agents to continue communicating with their counterparts in Douglas County as appropriate. Christi seconded. Motion passed. Laura moved to end the district exploration committee with Douglas County. Dave seconded. Motion passed. Angela and Candis will notify the Douglas County Extension Board.

11. Christi moved to adjourn the meeting. Linda seconded. Meeting adjourned at 6:38pm.

Barbara Coultis, Secretary

Angela Dake, Chair Person

Next Board Meeting: Tuesday, May 10th in person