

Shawnee County Extension Executive Board Meeting Minutes  
Tuesday January 9, 2024-Via Zoom

1. Sherri Scheideman, Board Chair called meeting to order at 5:51pm
2. Mary Tyler, Secretary. Members present Angela Dailey, Christi McKenzie, David Anderson, Jill Rice, Laura Moore, Mary Blubaugh, Mary Tyler, Rick Miller, Sherri Scheideman.
3. Board Orientation: Board Organizational Meeting Module  
PowerPoint presentation for the Board Orientation by Candis

**New Business:**

4. Designate a bank for Extension Council funds.  
Silver Lake Bank is the official bank, and we are in year two after completing an RFP process in 2019. Candis asked when the board decided that we need to do another RFP that we could do later in the year to give some lead time to change a bank. Motion made by Laura Moore to stay with Silver Lank Bank for the next year second by Rick Miller. Motion passed.
  5. Adopt GAAP Waiver Resolution for 2024. Allow Shawnee Country Extension Council to use Cash Basis reporting. Motion made by Angela Dailey to adopt GAAP Waiver Resolution second by Mary Blubaugh. Motion passed.
  6. Adopt Extension Council Holiday Schedule for 2024. Mary Blubaugh moved to adopt the Shawnee County holiday schedule. Second by Rick Miller. Motion Passed.
  7. Review 2024 budget Our 2024 budget includes an increased County appropriation from 2023. 2023 Appropriation \$610,100 2024 Appropriation \$623,220. The increase is budgeted for Insurance, Phones and Employee Salary.
  8. Authorize Electronic Funds Transfer for bookkeeper and County Ext. Director Joanne Domme and Candis Meerpohl. Angla Dailey made a motion to authorize EFT for both Joanne Domme & Candis Meerpohl. Rick Miller second. Motion passed.
  9. Set monthly meeting dates and times. Mary Tyler made a motion to keep the same schedule for monthly meetings we had last year. The second Tuesday of every month at 5:30pm. Second by David Anderson, motion passed.
  10. Identify two board members to serve on Shawnee County Extension Foundation. Mary Tyler currently serves as a board member on Shawnee Extension Foundation. David Anderson volunteered to be a board member on Shawnee County Foundation. Motion made by Laura Moore to accept Mary Tyler & David Anderson as board members to serve on Shawnee County Extension Foundation in 2024. Second by Angela Dailey. Motion Passed.
  11. Request for Approval to accept \$5,000 United Way Grant- Susan Fangman, FCS. Motion made by Rick Miller to accept an approve the \$5,00.00 grant from Untied Way for the Vita program. Second by Jill Rice. Motion passed.
  12. Adjourn Motion made by Mary Blubaugh to adjourn, second by Jill Rice
- Joint Program Development Committee (PDC) Wednesday, Jan 31, 6:00pm – 8:00 pm at Shawnee County Extension office.**  
**Next board meeting is February 13<sup>th</sup>, 2024, 5:30pm in person.**

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Mary Tyler Secretary

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Sherri Scheideman Board Chair