

Shawnee County Extension Executive Board Meeting Minutes

Tuesday, January 10, 2023

(Meeting conducted in person)

1. Christi McKenzie, chair, called the meeting to 5:59 PM.
2. Twyla Hernandez, secretary, called roll call. Members present: Mary Blubaugh, Angela Dailey, Angela Drake, Twyla Hernandez, Christi McKenzie, Sherri Scheideman, Mary Tyler. Members absent: Barbara Coultis, Molly Drimmel.
3. Board Orientation: Candis Meerpohl presented the Board Organizational Meeting Module via power point which covered the following: Handouts available in your Board Notebook.
Memorandum of Understanding Summary
Responsibilities and Duties of the Extension Board
Kansas Open Meetings Act/ Kansas Open Records Act
Extension Extramural Funds Policy
Generally Accepted Accounting Procedures (GAAP) Waiver Resolution

New Business:

4. Sherri moved to keep the Extension Council funds at the current bank, Silver Lake Bank. It was seconded by Angela Drake. Motion passed.
5. Angela Dailey moved to adopt the GAAP Waiver Resolution for 2023. It was seconded by Mary B.. Motion passed.
6. Sherri moved that the Extension Council Holiday Schedule should follow the County Holiday Schedule. It was seconded by Angela Dailey. Motion passed.
7. The 2023 budget was reviewed by the 2023 Board Members.
8. Angela Drake moved to allow Joanne (bookkeeper) and Candis (County Extension Director) to authorize electronic funds transfer. It was seconded by Twyla. Motion passed.
9. Twyla moved to keep the monthly board meeting dates/times the same, 2nd Tuesday of the month at 5:30 PM. It was seconded by Angela Dailey. Motion passed.
10. Sherri moved to elect Angela Drake and Mary Tyler to serve on the Shawnee County Extension Foundation. It was seconded by Mary B. Motion passed.
11. Mary B moved to adjourn the meeting. It was seconded by Sherri. Motion passed.

Next Meeting February 14, 2023, at 5:30 PM. Meeting will be via Zoom.

Twyla Hernandez, Secretary

Christi McKenzie, Board Chair