

Shawnee County Extension Executive Board Minutes
Tuesday, October 10, 2023

1. Angela Dake called the meeting to order at 5:31 PM.
2. Twyla Hernandez, secretary, called roll call. Members present: Mary Blubaugh, Barbara Coultis, Angela Dailey, Angela Dake, Twyla Hernandez, Christi McKenzie, Sherri Scheideman, Mary Tyler
3. Agenda items – additions/deletions/approval-None
4. Public Comment-None
5. Communications –None
6. Consent Agenda Items
 - a. Reading of the September minutes-The minutes were sent out via email prior to the meeting. The October 3rd minutes were read.
 - b. Treasurer’s report: Barbara Coultis
Net Balance: \$746,436.51
Bank deposits this month: \$6,637.39
University checks received this month: \$8,410.57
Total receipts: \$761,214.47
Total expenditures: \$74,252.72
Net Balance this month: \$686,961.75
7. Reports
 - a. PDCs –Grace Wiens reported the 4-H PDC meet and approved action plans.
 - b. Agent Report- Grace Wiens, 4-H Youth Development, reported on her summer engagement interns, Topeka Way to Work Program, County Fair, Wild Creative and the Topeka Zoo, and project records and awards,
 - c. Agent Report- Lane Wiens, Horticulture, reported on Horticulture judging practice, state judging contest, his judging for Pottawatomie County, Interior Pest, and Master Gardeners,
 - d. Director Report – Candis Meerpohl reported Abigail Gettinger has accepted the position as the new Ag and Natural Resources Agent. Her first day in the office will be October 30th. Our Ag questions have been answered by Area agents from Pottawatomie County and Meadowlark district. Those agents have done a great job, and she plans to deliver a Thank You to them at Annual Conference. All agents will be out for the annual conference Oct. 24th-26th.
 - e. Any other Agents=None
8. Board Leadership- Candis Meerpohl reported that performance reviews will be sent out by e-mail from PEARS support, with Agents Action Plan Outcomes, Self-Assessment and PD plans. Consider these documents in addition to Agent quarterly and board reports. Allow about 20 minutes to complete each Agent’s survey.
9. Unfinished Business-None
10. New Business
 - a. Sherri Scheideman moved to approve the consent agenda items. Seconded by Angela Dailey. Motion passed.
 - b. Angela Dake moved to close the office on November 9th and have staff working remotely due to the Blizzard Bash Demo Derby being held at the Events Center. The derby causes it to be very loud within the office. Seconded by Barbara Coultis. Motion passed.
 - c. Mary Blubaugh moved to close the office on December 14th for staff retreat/professional development and planning. Seconded by Sherri Scheideman. Motion passed.
 - d. Twyla moved to approve the Agent Action Plans for 2023-2024. Seconded by Sherri Scheideman. Motion passed.
 - e. Angela Dake moved to approve the Agent Professional Development Plans for 2024. Seconded by Barbara Coultis. Motion passed.
 - f. Sherri Scheideman moved to purchase new tires/alignment for the Extension van from Briggs. Money will come from Equipment/Auto account. Seconded by Angela Dake. Motion passed.

- g. Barbara Coultis moved to purchase a new fridge for the upstairs meeting room, due to the current fridge no longer maintaining a constant temperature. Money will come from Equipment/Auto account. Twyla Hernandez seconded. Motion passed.
 - h. Elections closed and ballots counted–
Angela Dake moved to accept the election results for 24'-25'
Agriculture & Horticulture: Chad Bullock, Mike Steinert, Francis Kelsey
Family & Consumer Sciences: Laura Moore, Shari Schawo, Natalie Moreland
4-H Youth Development: Rick Miller, Jill Rice, Jeremy Poling
Community Development: Sherri Scheideman, Angela Dailey, Jarvis Doleman.
Seconded by Twyla Hernandez. Motion passed.
- 11.** Mary Blubaugh moved to adjournment the meeting. Seconded by Barbara Coultis. Motion passed

Next Board Meeting: Tuesday, November 14th, 5:30pm, Upstairs Meeting Room
Annual Meeting, November 8th

Twyla Hernandez, Secretary

Christi McKenzie, Board Chair