AGENDA  
Shawnee County Extension Executive Board Meeting

TUESDAY, JANUARY 9, 2024

Immediately following the 5:30 Board Meeting

Extension Meeting Room

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**2024 Board**

1. **Call to Order** – Sherri Scheideman, Board Chair
2. **Roll Call** – Mary Tyler, Secretary
3. **Board Orientation:** Board Organizational Meeting Module

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

Professional Scheduling Policy for Agents

New Business:

1. 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.*
2. Adopt GAAP Waiver Resolution for 2024
3. Adopt Extension Council Holiday Schedule for 2024
4. Review 2024 budget
5. Authorize Electronic Funds Transfer for bookkeeper and County Ext. Director
6. Set monthly meeting dates and times
7. Identify two board members to serve on Shawnee County Extension Foundation
8. Request for Approval to accept $5,000 United Way Grant- Susan Fangman, FCS

12. Adjourn

***Joint Program Development Committee (PDC) Monday, Jan 31, 6:00pm – 8:00 pm   
  
  
Next Board Meeting: February 13, 2024, 5:30 pm via zoom.***