

**APPROVED MINUTES OF THE
AGRICULTURAL & EXTENSION EDUCATION COMMITTEE**
Monday, September 10, 2018

Chairman Gentz called the meeting to order at 10:30 am.

1. The meeting was properly announced.
2. Members present: Merlin Gentz, Mike Hofberger Pat Laughrin, and Joe Mueller
Also present: Catherine Neiswender, UW-Extension Area 10 Director
Excused: Duaine Stillman, Tami Gasch, and Amber O'Brien
3. The Pledge of Allegiance was recited.
4. Moved by Supervisor Mueller and seconded by Supervisor Hofberger to approve the agenda for the, September 10, 2018, Ag & Extension Education Committee meeting. Motion carried 4-0.
5. Moved by Supervisor Laughrin and seconded by Supervisor Hofberger to approve the minutes of the August 13, 2018, Agriculture & Extension Education Committee meeting. Motion carried 4-0.
6. Public Participation – none
7. Report of Committee Members
 - a. Reports of official meetings held since the last Agriculture & Extension Education Committee Meeting
 - No meetings were discussed.
 - b. Upcoming Events
 - No events discussed.
 - c. Letter of Support from Extension Committee
 - Chairman Gentz distributed a second draft of their letter to Dean Karl Martin. Minor edits were made to the letter. The committee would prefer the letter go directly to Karl Martin and currently is not sure if it should go through the Board. Discussion held on the next steps for the letter. Chairman Gentz proposed to take the letter to Administrator Romenesko and Board Chairperson Connors for their input and conversation about next steps.

Supervisor Mueller moved to approve the letter and to move it to the next step to get input from the Administrator, Board Chair, and the Area Extension Director before sending it to Dean Karl Martin.
Supervisor Laughrin seconded the motion. Motion carried 4-0.
8. Communications – none
9. Items for Action or Discussion
 - a. Amber O'Brien, Agriculture Educator
 - Written report provided. In order to best support the educators, the committee requested a report from the Ag Educator on a monthly basis (written or in person - preferred) as to activities and progress on programming, recent prices, and report of meetings attended from the past month. The committee seeks to have conversation with the educators on a monthly basis so that they can learn and best support the educators.

b. Tami Gasch, Interim 4-H Youth Development Educator

- Written report provided. For the County Board presentation, the committee requested that Tami have youth lead the pledge of allegiance and also say something about the 4-H program.

10. Report of Department

a. Catherine Neiswender, UW-Extension Area 10 Director

- Neiswender provided a brief update to the committee about her activities in the area, which have been heavily involved in job posting and recruitment, updating position descriptions for some area colleagues, and finalizing the situational analysis report for submittal to the state. She is also beginning to work on second invoices for 2018 and contract review for 2019.
- State and office updates - Neiswender met with Administration and Finance to review the UWEX budget submittal for 2019. The 4-H Coordinator position will be posted soon which will take the place of the interim position currently in place. The committee also discussed potential changes to the office locations.

11. Set Next Meeting Date: The next meeting of the Agriculture and Extension Education Committee will be held on Monday, October 8, at 10:30 am.

12. Adjourn

Supervisor Mueller moved to adjourn and Supervisor Hofberger seconded the motion. The motion carried 4-0. The meeting was adjourned at 11:57 am.

Respectfully submitted,

Catherine Neiswender
UW-Extension Area 10 Director