

**UW-EXTENSION EDUCATION COMMITTEE**

Wednesday October 17, 2018

4:00 PM, Room 103

Location: Agriculture & Resource Center  
227 1<sup>st</sup> Street W  
Altoona WI 54720

**AGENDA**

1. **Call to Order**
2. **Public Comment**
3. **Review / Approval of Committee Minutes / Discussion - Action**
  - a. [September 20, 2018](#)
4. **Budget update**
  - a. Quarterly Report
5. **Educator Report** – Joy Weisner – FoodWise Educator
6. **Farm Technology update** - Mark Hagedorn - Agriculture Agent
7. **Area Extension Director** – Report & Discussion
  - a. Written report
8. **WCA/Extension update**
9. **UWEX current and potential location update**
10. **Scheduling of Future Meetings / Agenda Items**
  - a. Future Coordinator/Educator Report\*: Brook Berg – Human Development & Relationships Educator
11. **Adjourn**

\*Another Coordinator/Educator will give a report if the name listed has a scheduling conflict.

Post:

- Media
- Committee Members
- Extension Staff

**PLEASE NOTE:** Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669, (TDD) 839-4735 or by writing to the ADA Coordinator, Personnel Department, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703

## **UW-EXTENSION EDUCATION COMMITTEE**

Thursday September 20, 2018

8:00 AM, Room 103

Location: Agriculture & Resource Center  
227 1<sup>st</sup> Street W  
Altoona WI 54720

### **Minutes**

The meeting was called to order at 8:02am

**Members Present:** Don Mowry, Melissa Janssen, Colleen Bates, Heather Deluka and Tami Schraufnagel

**Others Present:** Kathryn Schauf, Brook Berg, Andy Heren, Kristin Peterson, Catherine Emmanuelle, Mark Hagedorn, and Miranda Nelson

#### **12. Public Comment**

No one for the public was in attendance

#### **13. Review / Approval of Committee Minutes / Discussion - Action**

a. August 15, 2018

Supervisor Bates moved to approve, Mowry seconded all in favor 5-0

#### **14. Fair Committee Application / Discussion – Action**

The application was approved all in favor 5-0

#### **15. Educator Report – Miranda Nelson 4-H Program Coordinator**

Miranda provided an update from the EC County Fair as well as what programs she's working on.

#### **16. Budget – Budget & Finance Committee Meeting / Discussion – Action**

The budget was reviewed, and discussion was held on how to incorporate more details on educators. The pages will be updated to allow more program details and concentrate on how Extension works with the county.

#### **17. WACEC updates / Discussion – Action**

WACEC will continue to be a state-wide network and the administrative aid will be provided starting in 2019 from WCA.

#### **18. Scheduling of Future Meetings / Agenda Items**

a. Future Coordinator/Educator Report\*: Joy Weisner

#### **19. Adjourn at 9:17 am**

\*Another Coordinator/Educator will give a report if the name listed has a scheduling conflict.

Post:

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For 01/01/18 - 09/30/18

Variable Column Report

FJEXS01S

Periods 01 - 09

Budget to Actuals: Revenue/Expense

Month End Summary

PY Periods 01 - 09

<u>Account No/Description</u>	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Encumbered</u>	<u>Available</u>
<b>21 EXTENSION</b>						
<b>100 GENERAL FUND</b>						
18-100-21-41110-000-000 COUNTY TAX LEVY	273,195.00	293,195.00	204,896.25	.00	.00	88,298.75
18-100-21-43333-000-000 UW EXTENSION REVENUE-CLEARING ACCOUNT	.00	.00	2,669.83	.00	.00	-2,669.83
18-100-21-43571-000-000 FAIRS & EXHIBITS	4,000.00	4,000.00	4,308.29	.00	.00	-308.29
18-100-21-43573-000-000 STATE POSTAGE	1,988.00	1,988.00	1,988.00	.00	.00	.00
18-100-21-43578-000-000 SAFETY GRANT	.00	.00	790.00	.00	.00	-790.00
18-100-21-43581-000-000 POSTAGE FEES	200.00	200.00	25.00	.00	.00	175.00
18-100-21-43583-000-000 COUNTY FAIR FEES	3,000.00	3,000.00	.00	.00	.00	3,000.00
18-100-21-46740-002-000 UW EXT/ FAIRS & EXHIBITS	3,400.00	3,400.00	.00	.00	.00	3,400.00
18-100-21-46741-000-000 4-H PROGRAMS	1,500.00	1,500.00	400.00	.00	.00	1,100.00
18-100-21-46741-007-000 SCHOOL OUTREACH PRG. GRT	400.00	400.00	.00	.00	.00	400.00
18-100-21-46771-000-000 REFERENCE MATERIALS - UWE	100.00	100.00	97.66	.00	.00	2.34
18-100-21-46772-000-000 DUPLICATING - UWE	500.00	500.00	3.00	.00	.00	497.00
18-100-21-46774-000-000 EDUCATIONAL PROGRAMS - UWE	14,420.00	14,420.00	17,405.00	.00	.00	-2,985.00
18-100-21-46920-000-000 GARDEN RENT	1,850.00	1,850.00	1,028.00	.00	.00	822.00
18-100-21-48503-000-000 PARENT NEWSLETTER DONATIONS	2,500.00	2,500.00	1,150.00	.00	.00	1,350.00
18-100-21-49300-000-000 N/L FUNDS APPLIED	6,800.00	6,800.00	.00	.00	.00	6,800.00
<b>0 REVENUE</b>	<b>313,853.00</b>	<b>333,853.00</b>	<b>234,761.03</b>	<b>.00</b>	<b>.00</b>	<b>99,091.97</b>
18-100-21-51930-154-001 DIFFERENCE CARD TRANSFERS	.00	.00	.00	2,646.00	.00	-2,646.00
18-100-21-56140-141-000 FAIRS/ BOARD PER DIEM	200.00	200.00	.00	.00	.00	200.00
18-100-21-56140-142-000 FAIRS/ CNTY BRD & COMM MILEAGE	75.00	75.00	.00	.00	.00	75.00
18-100-21-56140-151-000 FAIRS/ SOCIAL SECURITY	25.00	25.00	.00	.00	.00	25.00
18-100-21-56140-195-000 FAIRS/ EXTRA HELP NON P/R	3,000.00	3,000.00	.00	3,040.36	.00	-40.36
18-100-21-56700-111-000 UW EXT/ SAL PERM-REGULAR	66,027.36	66,027.36	.00	48,336.44	.00	17,690.92
18-100-21-56700-120-000 UW EXT/ HEALTH INS INCENT	4,000.00	4,000.00	.00	450.00	.00	3,550.00
18-100-21-56700-122-000 UW EXT/SAL TEMP OVERTIME	.00	.00	.00	175.00	.00	-175.00
18-100-21-56700-151-000 UW EXT/ SOCIAL SECURITY	5,171.94	5,171.94	.00	3,343.71	.00	1,828.23
18-100-21-56700-152-000 UW EXT/ RETIREMENT EMPLR SH	4,529.68	4,529.68	.00	3,238.57	.00	1,291.11
18-100-21-56700-154-000 UW EXT/ HOSPITAL & HEALTH I	44,084.02	44,084.02	.00	20,485.54	.00	23,598.48
18-100-21-56700-155-000 UW EXT/ LIFE INSURANCE	26.00	26.00	.00	13.50	.00	12.50
<b>1 SALARIES AND BENEFITS</b>	<b>127,139.00</b>	<b>127,139.00</b>	<b>.00</b>	<b>81,729.12</b>	<b>.00</b>	<b>45,409.88</b>
18-100-21-56140-214-000 FAIRS/ DATA PROCESSING	289.00	289.00	.00	259.00	.00	30.00
18-100-21-56141-214-000 4H PROGRAM DATA PROCESSING	400.00	400.00	.00	400.00	.00	.00
18-100-21-56520-246-000 GARDENS/ GROUNDS MAINTENANCE	500.00	500.00	.00	844.53	.00	-344.53
18-100-21-56700-200-000 UW EXT/ CONTRACT SVCS	144,901.00	144,901.00	.00	72,450.50	.00	72,450.50
18-100-21-56700-214-000 UW EXT/ DATA PROCESSING	320.00	320.00	.00	.00	.00	320.00

For 01/01/18 - 09/30/18

Variable Column Report

FJEXS01S

Periods 01 - 09

Budget to Actuals: Revenue/Expense

Month End Summary

PY Periods 01 - 09

<u>Account No/Description</u>	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Revenue</u>	<u>Expenditure</u>	<u>Encumbered</u>	<u>Available</u>
<b>21 EXTENSION</b>						
<b>100 GENERAL FUND</b>						
18-100-21-56700-225-000 UW EXT/ TELEPHONE & TELEGRA	3,500.00	3,500.00	.00	1,967.08	.00	1,532.92
<b>2 CONTRACTUAL SERVICES</b>	<b>149,910.00</b>	<b>149,910.00</b>	<b>.00</b>	<b>75,921.11</b>	<b>.00</b>	<b>73,988.89</b>
18-100-21-56140-313-000 FAIRS/ PRINTING & DUPLICATING	500.00	500.00	.00	.46	.00	499.54
18-100-21-56140-324-000 FAIRS/ MEMBERSHIP DUES	412.00	412.00	.00	412.20	.00	-.20
18-100-21-56140-360-000 FAIRS/ OPERATING SUPPLIES	450.00	450.00	.00	122.51	.00	327.49
18-100-21-56141-300-000 4-H PROG/ SUPPLIES & EXPENS	1,100.00	1,100.00	.00	1,001.86	.00	98.14
18-100-21-56520-370-000 GARDENS/ REPAIR & MAINT SUPP	300.00	300.00	.00	130.00	.00	170.00
18-100-21-56700-310-000 UW EXT/ OFFICE SUPPLIES	2,069.00	2,069.00	.00	426.41	.00	1,642.59
18-100-21-56700-311-000 UW EXT/ POSTAGE & BOX RENT	1,000.00	1,000.00	.00	198.55	.00	801.45
18-100-21-56700-313-000 UW EXT/ PRINTING & DUPLICAI	2,000.00	2,000.00	.00	357.36	.00	1,642.64
18-100-21-56700-320-000 UW EXT/ REFERENCE MATERIALS	1,100.00	1,100.00	.00	21.60	.00	1,078.40
18-100-21-56700-324-000 UW EXT/ MEMBERSHIP DUES	50.00	50.00	.00	50.00	.00	.00
18-100-21-56700-330-000 UW EXT/ TRAVEL-REGULAR	3,000.00	3,000.00	.00	2,609.05	.00	390.95
18-100-21-56700-340-000 UW EXT/ TRAVEL-TRAIN & CONF	3,000.00	3,000.00	.00	2,264.10	.00	735.90
18-100-21-56701-300-000 EDUC PROG/ UWE - SUPPLIES	11,000.00	11,000.00	.00	4,743.92	.00	6,256.08
18-100-21-56706-390-000 Safety Grant-other supplies	25.00	25.00	.00	581.00	.00	-556.00
18-100-21-56710-300-000 PARENTING EDUCATION/ SUPPPI	2,500.00	2,500.00	.00	.00	.00	2,500.00
18-100-21-56713-390-000 SCHOOL OUTREACH PROG/SUPPLIES	710.00	710.00	.00	.00	.00	710.00
18-100-21-56715-311-000 UW EXT STATE POSTAGE/ POSTA	1,988.00	1,988.00	.00	434.12	.00	1,553.88
<b>3 SUPPLIES AND EXPENSES</b>	<b>31,204.00</b>	<b>31,204.00</b>	<b>.00</b>	<b>13,353.14</b>	<b>.00</b>	<b>17,850.86</b>
18-100-21-56520-533-000 GARDENS/ EQUIP RENT	600.00	600.00	.00	625.73	.00	-25.73
18-100-21-56700-510-000 UW EXT/ INSURANCE	.00	.00	.00	466.50	.00	-466.50
<b>5 FIXED CHARGES</b>	<b>600.00</b>	<b>600.00</b>	<b>.00</b>	<b>1,092.23</b>	<b>.00</b>	<b>-492.23</b>
18-100-21-56140-733-000 FAIRS/ PRIZES & AWARDS	5,000.00	5,000.00	.00	5,288.70	.00	-288.70
<b>7 GRANTS, CONTRIBUTIONS, OTHER</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>.00</b>	<b>5,288.70</b>	<b>.00</b>	<b>-288.70</b>
18-100-21-56700-903-000 UW EXT/ SPECIAL EVENTS	.00	20,000.00	.00	20,000.00	.00	.00
<b>9 OTHER</b>	<b>.00</b>	<b>20,000.00</b>	<b>.00</b>	<b>20,000.00</b>	<b>.00</b>	<b>.00</b>
<b>21 EXTENSION</b>	<b>627,706.00</b>	<b>667,706.00</b>	<b>234,761.03</b>	<b>197,384.30</b>	<b>.00</b>	<b>235,560.67</b>

## Variable Column Report

### Column Heading Descriptions:

<u>Column Heading</u>	<u>Description</u>
YTD Adj Bud	Current Year Adjusted budget Year To Date
YTD Aval Bal	Current Year Available Balance Year To Date Based on ((Budget YTD + Adjust YTD) - Actual YTD - Encumberance YTD)
YTD Encumbrance	Current Year Encumbrance Year To Date
Cur YR Exp	Current year expenditures if account is not an expenditure account the value will be zero
Orig Budget	Current Year Original Budget Beginning Balance
Cur YR Rev	Current year revenue if account is not a revenue account the value will be zero