

Agenda

Eau Claire County
Extension Committee
June 16, 2021 at 4:00PM
Virtual meeting via WebEx

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=mb74954d80f44e373b5814a296896dbef>

Meeting number (access code): 1450 44 3691

Meeting password: N8w8RaTSpP9

Join by Phone: 1-415-655-0001 US Toll

For those wishing to make public comment, you must e-mail Kristi Peterson at **kristin.peterson@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting.** You will be called on during the public session to make your comments.

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. May 19, 2021
5. Financial Review – Kristi Peterson
6. Educator Report – Yia Lor – Human Development & Relationships
7. Fair MOU – Discussion
8. Area Extension Director Report - Catherine Emmanuelle
9. Scheduling of Future Meetings / Agenda Items
 - a. July 21, 2021
10. Announcements
 - a. Farm Technology Days Volunteer: wifarmtechdays.org/volunteers
11. Adjourn

MINUTES

Eau Claire County
Extension Committee
May 19, 2021, at 4:00 p.m.
Virtual Meeting via WebEx

Present: Donald Mowry, Colleen Bates, Missy Christopherson, Heather DeLuka, and Melissa Janssen

Others: Samantha Kraegenbrink – Acting Committee Clerk, Catherine Emmanuelle, Rachel Hart-Brinson, Lisa Vetsch (Fair Committee Chair), Debbie Kitchen (Friends of Fair), Erika Gullerud (4:23 p.m.)

Chair Mowry called the meeting to order at 4:00 p.m. and confirmed the meeting notice.

Verbal roll call was taken and is noted above.

No members of the public were present, and no comments were submitted to the Clerk. Supervisor Bates motioned to close the public comment period; seconded by Supervisor Janssen. Public comment closed.

Supervisor DeLuka motioned to approve the minutes from April 21, 2021 as presented. Supervisor Christopherson seconded the motion. No deletions or corrections, minutes approved.

Rachel Hart-Brinson, 4-H Educator, provided an update on her work via an Educator Report presentation.

Lisa Vetsch, Chair of the Fair Committee and Debbie Kitchen, Friends of the Fair, were in attendance to provide an update on the fair progress.

Area Director, Catherine Emmanuelle, provided a director report. Inviting three candidates to preliminary interviews with a final interview for the open position in the middle of June. Additionally, Extension has expanded in-person guidance.

The Committee discussed the update of the name within Eau Claire County. After discussion, Supervisor Bates requests Chair Mowry work with Corporation Counsel to update the name to Extension Education Committee.

Supervisor Bates provided a Wisconsin Extension Association (WEXA) update. Chair Mowry will be receiving a letter from WEXA and Supervisor Bates requests it is shared with Committee.

The next meeting will be June 16, 2021. Future meeting agenda items:

- Fair MOU

The meeting was adjourned at 5:38 p.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator

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Fund	Account Description	Account No	Orig Budget 2021	Adj Budget 2021	Q1 2021	Q2 2021	Q3 2021	Q4 2021	YTD 2021	% of Budget
100	COUNTY TAX LEVY	21-100-21-41110-000-000-000	276,669	276,669	69,167	0	0	0	69,167	25.00%
	01-Tax Levy	Sum:	276,669	276,669	69,167	0	0	0	69,167	25.00%
	SAFETY GRANT	21-100-21-43578-000-000-000	1,000	1,000	0	0	0	0	0	0.00%
	STATE POSTAGE GRANT	21-100-21-43690-000-000-000	994	994	0	0	0	0	0	0.00%
	04-Intergovernment Grants and Aid	Sum:	1,994	1,994	0	0	0	0	0	0.00%
	4-H PROGRAMS	21-100-21-46770-000-000-000	0	0	20	0	0	0	20	0.00%
	EXTENSION/ DUPLICATING	21-100-21-46772-000-000-000	100	100	0	0	0	0	0	0.00%
	EXTENSION/ EDUCATIONAL PROGRAMS	21-100-21-46774-000-000-000	8,425	8,425	3,002	0	0	0	3,002	35.63%
	EXTENSION/ REFERENCE MATERIALS	21-100-21-46771-000-000-000	100	100	0	0	0	0	0	0.00%
	GARDEN RENT	21-100-21-46773-000-000-000	1,400	1,400	910	0	0	0	910	65.00%
	PESTICIDE TRNG FEES	21-100-21-46776-000-000-000	600	600	90	0	0	0	90	15.00%
	SCHOOL OUTREACH PRG GRT	21-100-21-46770-007-000-000	200	200	0	0	0	0	0	0.00%
	06-Public Charges for Services	Sum:	10,825	10,825	4,022	0	0	0	4,022	37.15%
	PARENT NEWSLETTER DONATIONS	21-100-21-48503-000-000-000	1,000	1,000	0	0	0	0	0	0.00%
	09-Other Revenue	Sum:	1,000	1,000	0	0	0	0	0	0.00%
	FUND BALANCE APPLIED	21-100-21-49300-000-000-000	6,400	6,400	0	0	0	0	0	0.00%
	11-Fund Balance Applied	Sum:	6,400	6,400	0	0	0	0	0	0.00%
	Total Revenues:	Sum:	296,888	296,888	73,189	0	0	0	73,189	24.65%

Fund	Account Description	Account No	Orig Budget 2021	Adj Budget 2021	Q1 2021	Q2 2021	Q3 2021	Q4 2021	YTD 2021	% of Budget
100	EXTENSION/ SAL PERM-REGULAR	21-100-21-55600-111-000-000	-71,818	-71,818	-14,063	0	0	0	-14,063	19.58%
	01-Regular Wages	Sum:	-71,818	-71,818	-14,063	0	0	0	-14,063	19.58%
	EXTENSION/ ER HSA CONTRIBUTIONS	21-100-21-55600-153-000-000	-1,500	-1,500	0	0	0	0	0	0.00%

EXTENSION/ HOSP & HEALTH INS	21-100-21-55600-154-000-000	-34,749	-34,749	-8,717	0	0	0	-8,717	25.09%
EXTENSION/ LIFE INSURANCE	21-100-21-55600-155-000-000	-22	-22	-6	0	0	0	-6	27.00%
EXTENSION/ RETIREMENT EMPLR SHARE	21-100-21-55600-152-000-000	-4,848	-4,848	-953	0	0	0	-953	19.65%
EXTENSION/ SOCIAL SECURITY	21-100-21-55600-151-000-000	-5,494	-5,494	-935	0	0	0	-935	17.02%
03-Payroll Benefits	Sum:	-46,613	-46,613	-10,610	0	0	0	-10,610	22.76%
4-H PROGRAMS/ DATA PROCESSING	21-100-21-55641-214-000-000	-500	-500	0	0	0	0	0	0.00%
EXTENSION/ CELLULAR PHONE	21-100-21-55600-226-000-000	0	0	-20	0	0	0	-20	0.00%
EXTENSION/ CONTRACTED SERVICES	21-100-21-55600-200-000-000	-143,760	-143,760	0	0	0	0	0	0.00%
EXTENSION/ TELEPHONE	21-100-21-55600-225-000-000	-2,160	-2,160	-660	0	0	0	-660	30.56%
GARDENS/ GROUNDS MAINTENANCE	21-100-21-55620-246-000-000	-750	-750	0	0	0	0	0	0.00%
04-Contracted Services	Sum:	-147,170	-147,170	-680	0	0	0	-680	0.46%
EXTENSION/ MEMBERSHIP DUES	21-100-21-55600-324-000-000	-800	-800	-380	0	0	0	-380	47.50%
EXTENSION/ OFFICE SUPPLIES	21-100-21-55600-310-000-000	-1,800	-1,800	-291	0	0	0	-291	16.18%
EXTENSION/ PESTICIDE TRNG SUPPLIES	21-100-21-56712-300-000-000	-250	-250	0	0	0	0	0	0.00%
EXTENSION/ POSTAGE & BOX RENT	21-100-21-55600-311-000-000	-200	-200	0	0	0	0	0	0.00%
EXTENSION/ PRINTING & DUP	21-100-21-55600-313-000-000	-1,500	-1,500	-70	0	0	0	-70	4.65%
EXTENSION/ STATE POSTAGE	21-100-21-55615-311-000-000	-1,394	-1,394	-170	0	0	0	-170	12.22%
EXTENSION/ SUPPLIES	21-100-21-55601-300-000-000	-7,947	-7,947	-227	0	0	0	-227	2.86%
EXTENSION/ TRAVEL-REGULAR	21-100-21-55600-330-000-000	-3,140	-3,140	0	0	0	0	0	0.00%
EXTENSION/ TRAVEL-TRAIN & CONF	21-100-21-55600-340-000-000	-1,988	-1,988	-339	0	0	0	-339	17.05%
GARDENS/ REPAIR & MAINT SUPP	21-100-21-55620-370-000-000	-650	-650	-105	0	0	0	-105	16.15%
PARENTING EDUCATION/ SUPPLIES	21-100-21-55610-300-000-000	-1,000	-1,000	0	0	0	0	0	0.00%
SAFETY GRANT/ SUPPLIES	21-100-21-55606-390-000-000	-5,500	-5,500	0	0	0	0	0	0.00%
SCHOOL OUTREACH PROG/ SUPPLIES	21-100-21-55613-390-000-000	-1,200	-1,200	-607	0	0	0	-607	50.62%
05-Supplies & Expenses	Sum:	-27,369	-27,369	-2,190	0	0	0	-2,190	8.00%
EXTENSION/ OFFICE EQUIPMENT	21-100-21-55600-813-000-000	-3,918	-3,918	-980	0	0	0	-980	25.00%
09-Equipment	Sum:	-3,918	-3,918	-980	0	0	0	-980	25.00%
Total Expenditures:	Sum:	-296,888	-296,888	-28,523	0	0	0	-28,523	9.61%
Net Surplus/(-Deficit) - Extension		\$0	\$0	\$44,666	\$0	\$0	\$0	\$44,666	

21 - Ext

Fund	Revenue:	Orig Budget 2021	Adj Budget 2021	Q1 2021	Q2 2021	Q3 2021	Q4 2021	YTD 2021	% of Budget
100	01-Tax Levy	276,669	276,669	69,167	0	0	0	69,167	25.00%
	04-Intergovernment Grants and Aid	1,994	1,994	0	0	0	0	0	0.00%
	06-Public Charges for Services	10,825	10,825	4,022	0	0	0	4,022	37.15%
	09-Other Revenue	1,000	1,000	0	0	0	0	0	0.00%
	11-Fund Balance Applied	6,400	6,400	0	0	0	0	0	0.00%

Total Revenue - Extension	\$296,888	\$296,888	\$73,189	\$0	\$0	\$0	\$73,189	24.65%
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Fund	Expenditures:	Orig Budget 2021	Adj Budget 2021	Q1 2021	Q2 2021	Q3 2021	Q4 2021	YTD 2021	% of Budget
100	01-Regular Wages	-71,818	-71,818	-14,063	0	0	0	-14,063	19.58%
	03-Payroll Benefits	-46,613	-46,613	-10,610	0	0	0	-10,610	22.76%
	04-Contracted Services	-147,170	-147,170	-680	0	0	0	-680	0.46%
	05-Supplies & Expenses	-27,369	-27,369	-2,190	0	0	0	-2,190	8.00%
	09-Equipment	-3,918	-3,918	-980	0	0	0	-980	25.00%

Total Expense - Extension	-\$296,888	-\$296,888	-\$28,523	\$0	\$0	\$0	-\$28,523	9.61%
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Net Surplus/(-Deficit) - Extension	\$0	\$0	\$44,666	\$0	\$0	\$0	\$44,666
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