

Agenda
Eau Claire County
Extension Education Committee
January 18, 2023, at 4:00PM
227 1st Street West Altoona, WI 54720 Room 103/104

Those wishing to make public comments can submit their name and address no later than 30 minutes prior to the meeting to Kristi Peterson kristin.peterson@eauclairecounty.gov or attend the meeting in person. Comments are limited to three minutes; you will be called on during the public comment section of the meeting.

Join from the meeting link

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=meab2fd24aa9f8fa9e197a31f925ce1c2>

Meeting number (access code): 2591 320 6344

Meeting password: Bsbzn2wUp37

Join by phone: 1-415-655-0001

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment [Form Builder List View | Eau Claire County \(eau-claire.wi.us\)](#)
4. Review/Approval of Committee Minutes – Discussion/Action
 - a. November 30, 2022
5. Fair Committee - Discussion/Action
 - a. Improvement Process
 - b. Fair Committee By-Laws - Draft
6. Roles and Responsibilities – Rachel 4-H Leaders Association and Fair
7. Extension Strategic Plan discussion
8. Kristen Bruder – AED Report
 - a. Department head meeting update
9. Scheduling of Future Meetings / Agenda Items
 - a. February 15, 2023, at 4:00pm

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

10. Announcements

11. Adjourn

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Minutes

Eau Claire County
Extension Education Committee
November 30, 2022, at 4:00PM
227 1st Street West Altoona, WI 54720 Room 103/104

Call to Order at 4:00pm and confirmation provided

Roll Call

Members Present: Jodi Lepsch, Missy Christopherson, Heather Deluka, Amanda Babb, Kyle Johnson

Others Present: Kristi Peterson, Kristen Bruder, Margaret Murphy, Yia Lor, Lyssa Seefeldt, Tammy Schlewitz, Debbie Kitchen, Keith Kitchen, Sandy Tarter, Joy Weisner, Jael Wolf, Erika Gullerud, Meg Mueller, Valarie Strauch, Rachel Hart-Brinson, Kathryn Schauf and Jenni Haan

Public Comment – 3-minute limit

No public commitment was given

Review/Approval of Committee Minutes – Discussion/Action

October 2022 Minutes – Amended Fair application discussion/action - approved as amended by Supervisor Lepsch, all in favor.

Educator Report

- a. FoodWise Report – Sandy, Joy, Jael
- b. Extension Staff updates – Rachel, Margaret, Yia and Lyssa

2023 Budget Discussion and Quarter 3 Update

Kristen Bruder discussed our request and administrator recommendation and how we can be more active with the board.

Kristi Peterson reviewed the quarter three budget details.

Kristen Bruder – AED Report

Kristen will be interim AED for area 5 until January 1

Scheduling of Future Meetings / Agenda Items

- a. December 21, 2022, at 4:00pm
Introduction of new Agriculture model – January
Educator – Lyssa Seefeldt

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By-Laws, MOU and Fair Committee update

Announcements - none

Adjourn

5:49 pm

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EAU CLAIRE COUNTY FAIR COMMITTEE RULES AND BY-LAWS

The Eau Claire County Fair Committee (hereinafter "Committee") consists of volunteers who provide hands-on assistance in the planning and production of the annual Eau Claire County Fair ("Fair"). The fair partners with University of Wisconsin Madison, Division of Extension, Eau Claire County (including, but not limited to, the Eau Claire County 4-H program), FFA, and any other approved youth organization. The Committee is a working committee included within the structure and under the guidance of the Eau Claire County Extension Education Committee (hereinafter "Extension Committee").

BY-LAWS:

A. MEMBERSHIP OF THE COMMITTEE:

Committee members, voting and non-voting, must not be of immediate family relation and living in the same household. The Committee will consist of Two (2) non-voting members and ~~Eleven (11)~~ **Nine (9)** voting members created from the following:

1. The 4-H Program Educator as a non-voting member.
2. The Fair Coordinator as appointed by the Friends of the Fair, as a non-voting member.
3. One (1) member who is either an FFA or agricultural teacher (active or retired); a FFA Alumni; or a member of a livestock group such as Wisconsin Simmental Association, ~~or Wisconsin Pork Producers,~~ **or Eau Claire County Livestock Project.** **This person will act as the Livestock Liaison between Fair Committee and the livestock project.**
4. ~~Three (3)~~ **Two (2)** youth members, of which one must represent **the Expo** exhibits other than livestock i.e., photography, arts & crafts, etc. **and one must represent livestock exhibits.**
5. One (1) member of the Eau Claire County Board of Supervisors, serving on the Extension Committee, to be appointed by the Extension Committee.
6. Two (2) members who are employed by a business or a representative of a youth service agency or organization that provides services to youth such as the Boys & Girls Club, YMCA, Boy Scouts, Girl Scouts, etc.
7. Two (2) members who are citizens at large and who have an interest in the fair.
8. One (1) member who is a member of the Friends of the Fair, other than the Fair Coordinator **or One (1) member who is a member of the 4-H Leaders Association.**
9. ~~One (1) member who is a member of the 4-H Leaders Association.~~

B. TERMS OF MEMBERS:

1. **In August 2023 a new committee will be appointed to 1- or 2-year terms as determined by the Extension Committee.**

2. Members, other than youth members, will be appointed for a two-year staggered term. Terms will begin on September 1 and end on August 31. **Five** **Three (3)** of the members will begin their terms in even years, and the remaining **Four (4)** ~~six~~ will begin their terms in odd years. If and when vacancies occur the person appointed to fill the term of the departing member will fill out the term of the member who left and then will need to be re-appointed consistent with the staggered term of the member who left the committee.
3. Youth members will be a minimum of 14 years of age when appointed serving one (1) year terms. Youth members may reapply for appointment up to and including the year they turn 21.
4. All members of the Committee except for the County Board member will be confirmed by the Extension Committee. Nominations for the year will open on **May 1** **June 1** of each year and need to be submitted no later than **July 31** **August 7**. ~~The Fair Committee will meet in August to discuss applications and make recommendations for the appointments. The Fair Committee Chair will provide appointment recommendations to the Extension Committee Chair.~~ Appointments will be confirmed at the August Extension Committee meeting so that those who are confirmed are able to begin their term on September 1.
5. **Members of the Fair Committee will not be voting members or executive board members of other organizations involved in fair activities e.g., Friends of the Fair or Livestock Committee unless they are appointed as a representative of that organization under section A. If they are serving a term with these other organizations at the time of their appointment to the Fair Committee, they will step down from the other committees within 30 days.**

C. MEETINGS:

1. The Committee will hold a minimum of one (1) meeting per month.
2. The meetings will comply with the Wisconsin Open Meetings Law and will post notice of the date, time, place, and agenda of the meeting on the Eau Claire County website.
3. Meetings will be conducted according to Roberts Rules of Order and follow the published agenda.
4. The Chair of the Committee will be a voting member.
5. The Committee will determine the date, time, and location of the following month's meeting as an agenda item for the current meeting.
6. Committee members are encouraged to attend all meetings. If a member misses more than three (3) meetings during a calendar year the Committee may take action to remove the member from the Committee.
7. Annually, after the conclusion of the annual fair and during the September meeting, the Committee as part of its agenda will elect a Chair, **Vice Chair**, and a recording Clerk from its members. The function of the Chair will be to establish the agenda for the meeting, and to conduct the meetings according to Roberts Rules of Order and consistent with the published agenda. The recording Clerk

will take the minutes from the meeting, record the results of votes on motions, type the minutes and provide them to the county for posting on the county website and inclusion with the member meeting packets provided prior to meetings. Copies of the approved minutes will be made public record on the Eau Claire County Website and stored at the offices of the Fair Coordinator.

D. REPORTING:

The Committee will designate a member to at least one time per month report the activities of the Fair Committee to the Extension Committee. The report can either be in person or by written report. The Extension Committee can change the frequency of the reporting.

E. AMENDMENTS:

These by-laws may be amended by a majority vote of the total members of the Committee. Prior to taking the vote the moving member must provide a written copy of the proposed amendment to all the members of the Committee and the matter must have been placed on the agenda for consideration at a properly noticed meeting.

Once approved by the Fair Committee, the Fair Committee Chair will forward the proposed changes to the Chair of the Extension Committee for review and final approval by the Extension Committee.

F. FRIENDS OF THE FAIR:

The committee member representing the Friends of the Fair on the Fair Committee is the liaison for the financial support of the Fair. The Friends of the Fair helps secure the resources needed to provide the financial stability that will assure the future of the Eau Claire County Fair as a family and youth focused event.

~~FINAL APPROVED Eau Claire County, Eau Claire County Education Extension Committee—February 17, 2021~~
DRAFT First Reading at Fair Committee with approved amendments – January 4, 2023

DRAFT