



Jackson County Extension Education Committee (EEC) Template for taking Meeting Minutes

Check Those Present & Enter Any Guests:

<input checked="" type="checkbox"/>	Karen Thayer (Chair)	<input checked="" type="checkbox"/>	Tom Reid Committee Member	<input checked="" type="checkbox"/>	Max Hart Committee Member
<input checked="" type="checkbox"/>	Thomas Clark Committee Member	<input checked="" type="checkbox"/>	Larry Blaken Committee Member	<input checked="" type="checkbox"/>	Pat Malone Area Extension Director
<input checked="" type="checkbox"/>	Monica Lobenstein Staff	<input checked="" type="checkbox"/>	Alex Galston Staff	<input checked="" type="checkbox"/>	Trisha Wagner Staff
<input checked="" type="checkbox"/>	April Duval Staff			<input checked="" type="checkbox"/>	Ray Ransom County Board Chair
<input checked="" type="checkbox"/>	Luane Meyer		Guest:	<input checked="" type="checkbox"/>	Guest: Jodee Brook-Banner Journal

Meeting Location: UW Extension

Date: 12-12-17 The meeting was called to order by Chair Thayer at 1 pm (circle)

Motion by Blaken and second by Reid to approve minutes. [] Carried.

Corrections (if needed)

The next meeting is scheduled for 01-09-18 (MM/DD/YY) at 1pm Karen will host.

Motion by Clark second by Hart to approve the bills as presented. [] Carried.

Corrections (if needed)

AGENDA ITEMS

Process for taking minutes: Hart has volunteered to take minutes during the meeting using the template. Undecided who will type up final minutes from the template.

Trisha gave presentation on her trip to Colombia at the invitation of Purdue University Farmer to Farmer Program. Trisha and faculty member from Purdue worked with Colombian farmers on milk quality processes that they could adopt.

The bid for the audio portion of audio/video system in basement of Extension Office was received from DynamicVideo and approved at the October EEC meeting. It was understood that County IT would assist with the video portion of the installation so Monica will follow up with County IT following this meeting to confirm purchase of TV, who will be mounting the TV. Motion by Blaken and second by Reid to purchase an 80" TV screen out of the 2018 budget.

Farm and Industry Shortcourse (FIS) at UW-Madison has gone through program changes for 2018. Trisha discussed the time commitment she would be responsible for as one of 3 instructors for the program. It was asked how this schedule would fit into her early 2018 programming. Committee members stated that they are comfortable with supporting Trisha's decision on if she will or will not accept the FIS assignment for 2018.

Trisha is working on her document to be submitted for rank change during application process timeline in early 2018.

Pat presented the 136 Contract and Memorandum of Understanding for review by the committee. Motion by Hart and second by Reid to approve 136 contract pending review and approval by the County Corporation Counsel. Motion by Reid and second by Clark to approve the Memorandum of Understanding pending review and approval by Corp. Counsel. Luane will follow up with Kyle Deno to be sure Kyle receives copies and then sends on to Corp. Counsel.

Education Reports: Written reports from the educators are available at the Jackson County Extension Office.

Motion by Blaken and seconded by Clark to adjourn at 3:35 pm. Carried.

Minutes submitted by: Luane Meyer Note: When typing up minutes try to keep them to 1 page. (Minute Taker) [] email typed/completed minutes

To: julie.peterson@co.jackson.wi.us (UW Extension Support Staff) to file electronically at UW Extension

Cc: cindy.altman@co.jackson.wi.us (County Clerk) County records

