



University of Illinois Extension Council Meeting for
Franklin, Jackson, Perry, Randolph and Williamson Counties
Jackson County Extension Office
402 Ava Road, Murphysboro IL 62280
With virtual zoom option
November 1, 2022
6 – 8 p.m.

Minutes:

Council members present: Jennifer Barbour, Paula Brockman, Brianna Walsh, Sarah Ward, Larry Alvarado, Sarah Ward, Michele Cross, Josh Reinhardt

Staff members present: Lynn Heins, Toni Kay Wright, Carrie Eldridge, Kim Rohling, Robin Ridgley, Katie Bell

CALL TO ORDER – Jennifer Barbour

FINANCIAL REPORT – Lynn Heins presented the trust report and provided an explanation about Extension’s revenue streams. Josh made a motion to accept the trust report as presented. Brianna seconded. All were in favor; the motion carried.

NEW BUSINESS

Welcome and introductions – Jennifer Barbour facilitated an icebreaker activity.

Council orientation – Lynn provided an extension council orientation presentation. The presentation included information about Extension’s mission, the role of the council [REDACTED] and program impact.

Officer nominations and elections

Proposed Slate:

Chair – Jennifer Barbour
Vice Chair – Harvey Gillespie
Secretary – Josh Reinhardt

Josh made a motion to accept the slate of officers as presented. Brianna seconded. All were in favor; the motion carried.

Open meetings act training – Lynn shared that all members will need to complete the Open Meetings Act training.

Update in/out check signors – The attached request to update in/out account check signors was presented to the council for vote. One change was made to remove Jennifer Barbour from the proposal and add Reed Capps for Randolph County. Sarah made a motion to approve the in/out check signor updates, with the change noted above. Jennifer seconded. All were in favor; the motion carried.

EDUCATOR REPORTS AND PROGRAM HIGHLIGHTS – The educators provided program highlights and upcoming event information for the council.

FOCUS GROUP OVERVIEW AND NEXT STEPS – Lynn shared the next steps for the needs assessment process. The following three meetings will be focus group discussions around the areas of youth development, ag and natural resources and family consumer sciences.

NEXT MEETING

Tuesday, December 6, 2022 from 6 to 8 p.m.
Murphysboro Extension Office or Zoom
4-H Youth Development

ADJOURN



October 31, 2022

To: University of Illinois Extension Unit 26 Council

Re: Update to check signors for In/Out Accounts

Dear Council,

Check signors for the In/Out Accounts need to be updated with your approval. We are requesting the following changes:

County	Current Signors	Requested Update
Franklin	Lynn Heins Gay Bowlin Cindy Bauman Marc Lamczyk	Lynn Heins Carrie Eldridge Cindy Bauman Brianna Walsh
Jackson	Lynn Heins Maggie Ray	Lynn Heins Katie Bell Kim Rohling
Perry	Lynn Heins Rhonda Shubert Josh Gross	Lynn Heins Toni Kay Wright Rhonda Shubert Jason Mohr
Randolph	Lynn Heins Michaela Stewart Sarah Ward	Lynn Heins Toni Kay Wright Heather Willis Jennifer Barbour Reed Capps
Williamson	Lynn Heins Toni Kay Wright Robin Ridgley Ramona Girtman	Lynn Heins Toni Kay Wright Robin Ridgley Byram Fager

Thank you,
Terri C, Erica, Taylor, Mindy, Terri J, and Kristoffer
Unit 26 Office Support
Franklin, Jackson, Perry, Randolph, Williamson Counties



Illinois Extension

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

**Unit 26 Extension Council Meeting
Meeting #2 of 4
Theme: 4-H Youth Development**

Tuesday, December 6, 2022
Jackson County Extension Office
402 Ava Road, Murphysboro
Time: 6:00 p.m.

Minutes

Members present: Paula Brockman, Gail Johnston, Michele Cross, Brianna Walsh, Amy Epplin, Larry Alvarado
Staff members present: Lynn Heins, Carrie Eldridge, Ramona Girtman, Becky Needham, Reed Capps, Cindy Bauman, Jackson County 4-H Youth

Call to Order – Lynn Heins called the meeting to order at 6:00 p.m.

Highlights from Jackson County 4-H Youth – Three Jackson County 4-H members shared their 4-H story and how 4-H has helped shape their future.

Welcome and Ice Breaker – Lynn Heins provided an ice breaker question.

Minutes – The minutes were reviewed.

Financial Report – The financial report was reviewed.

Unit Updates – Lynn provided some unit updates relating to staffing and budget.

Program Updates from 4-H Team – Each 4-H team member provided a verbal report about recent program highlights.

Youth-focused Needs Assessment – Carrie Eldridge led a short needs assessment relating to issues around youth.

Key Informant Brainstorm & Assignments – The council brainstormed potential key informants, and were asked to conduct one interview as part of the larger issue-focused needs assessment that all Extension staff are completing in 2023. The goal is to have interviews complete by February 3, 2023.

Gail offered to interview Becky Salazar and Kandi Wallace, both from EAAA. Paula volunteered to interview Anna Jurich and Rick Sarensen. She also suggested the names Will Lo, Eric Gayer and Paula Meinert. Michele offered to interview Alison Knop.

Next Council Meeting

Location: Jackson County Extension Office

Date: Tuesday, January 10, 2023

Time: 6 – 8 p.m.

Theme: Agriculture & Agribusiness, Natural Resources, Energy & Environment

The meeting adjourned at 7:20 p.m.



Illinois Extension

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

**Unit 26 Extension Council Meeting
Meeting #3 of 4
Theme: Ag & Ag Business, Natural Resources, Energy & Environment**

Tuesday, January 10, 2023
Jackson County Extension Office
402 Ava Road, Murphysboro
With Zoom option
Time: 6:00 p.m.

Minutes

Members: Jennifer Barbour, Josh Reinhardt, Sarah Ward, Michele Cross, Brianna Walsh, Paula Brockman, Larry Alvarado

Staff: Lynn Heins, Katie Bell, Kim Rohling, Maggie Ray, Andy Fisher

Call to Order – Lynn Heins called the meeting to order at 6:02 p.m.

Minutes

Financial Report

Unit Updates – Lynn shared a unit staffing update. The unit is fully staffed, but we continue to search for a statewide commercial ag educator to serve southern Illinois. This position is currently under review.

Program Updates from AAB & NREE Team – Katie Bell, Maggie Ray, Kim Rohling and Andy Fisher provided updates about recent programming.

Issue-Focused Needs Assessment – Ag & Ag Business, Natural Resources, Energy & Environment – Katie Bell and Kim Rohling facilitated a short needs assessment discussion. Responses were recorded and will be consolidated with the unit's other findings from key informant interviews.

Key Informant Interview Follow Up – Some council members volunteered to interview additional key informants. Those names were added to the key informant list.

The next council meeting will take place on Tuesday, February 7 with a theme of Family & Consumer Sciences.

Adjourn



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**Unit 26 Extension Council Meeting
Meeting #4 of 4
Theme: Family Consumer Sciences**

Tuesday, February 7, 2023
Jackson County Extension Office
402 Ava Road, Murphysboro
With Zoom option
Time: 6:00 p.m.

Minutes

Members Present: Jennifer Barbour, Jason Moore, Gail Johnston, Paula Brockman

Staff Members: Lynn Heins, Toni Kay Wright, Misty Bernhard, Nick Brown, Kylie Genesio, Robin Ridgley

Call to Order – Jennifer Barbour called the meeting to order at 6:05 p.m. She provided a warm up activity.

Minutes – The minutes of the previous meeting were reviewed and approved.

Financial Report – The most recent financial report was reviewed and approved.

Unit Updates – Lynn Heins provided a staffing and program update.

Program Updates from Family Life and SNAP Education – Educators and community workers provided program updates and answered questions from the council.

Issue-Focused Needs Assessment – Lynn shared information about the process that staff have been working through for a comprehensive needs assessment.

Key Informant Interview Follow Up – Council members were asked to interview at least one key informant in the community.

Review of Extension Council Membership – Council members provided input for additional council members with consideration given to diversity in race, ethnicity, gender, geographic location, experience, education, differing ability, LGBTQ, etc.

Extension Council Meeting Feedback – Lynn led a discussion about future council meetings and preferences.

Other

Adjourn

This concludes the Extension Council meetings for the 2023 program year. Thank you for your service!