

University of Wisconsin Education, Extension and Agriculture Committee
Thursday, July 19th, 2018
James P. Coughlin Center – Volunteer Room

Members Present: Tom Snider, Mike Brunn, Karen D. Powers, Tom Borchart, and Steve Binder.

UW-Extension Staff: Catherine Neiswender and Amy Hendrickson.

Others Present: Tom Egan, *Winnebago County Fair Board Chair*.

Meeting called to order at 9:00 a.m. by Tom Snider.

Comments from the Public related to items on the agenda: None.

Approval of Minutes: Brunn moved to approve the 6/21/2018 minutes; seconded by Borchart. Motion carried **5-0**.

Program Reports:

Winnebago County Fair Association: Egan distributed copies of the 2018 Winnebago County Fair brochure. Egan highlighted some of the events and entertainment scheduled for the fair. Egan expressed his appreciation to 4-H for their partnership and involvement with the fair. He reviewed some of the preparations that have gone into making sure the fair runs each year, including insurance coverage updates. Committee members and Egan discussed safety precautions and insurance specifications. Egan also highlighted some of the additional partnerships with organizations in the community for the fair. Egan notified the committee that things with the fair may change starting next year due to changes in board membership and reduced volunteers available. Per Neiswender's request, Egan explained the organization of the Winnebago County Fair Board, financing, and partnerships for hosting the fair. Committee members and Egan discussed various ideas for increasing funding for future years. Committee members are invited to participate in Cloverbud judging on Tuesday, July 31st from 1:00 – 7:00pm and Barn judging August 1st – 3rd. Volunteers are also requested for distributing ribbons, hanging decorations, and various other tasks.

Billboard Judging: Egan posted photos of the four billboards created by 4-H clubs to advertise the 2018 Winnebago County Fair. He distributed instructions and ballots for judging, and committee members submitted their ballots. Bezio announced the results of the billboard judging: Golden Oak #1, Lakeshore #2, Poygan Go-Getters #3, and 4-H Friends #4.

Situational Analysis Discussion: Neiswender reminded the committee of the memo she sent out via email and opened discussion regarding, "what do you see as major needs in this county now and going forward?" Neiswender facilitated the brainstorming exercise and recorded the results.

Committee Chair Report: Snider noted that Winnebago County is hiring another I.T. staff member. Snider and committee members discussed how technology use has been increasing along with security breaches.

UW-Extension – Administration:

2018 Budget Transfer – Approval: Neiswender explained the UW-Extension department's need to complete a Zero-Dollar Budget Transfer for the 2018 Budget. Mandi Dornfeld was awarded a grant to conduct *Protective Factors* education in the community after the budget was submitted. This transfer is needed to account for the increased revenue and increased expenses for this program. Snider entertained a motion to approve the 2018 Budget Transfer. Borchart moved to approve; seconded by Brunn. Motion carried **5-0**.

2019 Budget Update: Neiswender distributed the multicolor 2019 Draft Budget Proposal being used to submit the budget request to the Finance Department. Neiswender reviewed the document with the committee to explain the changes. Snider requested a written explanation of the categorization of account numbers and what the funds are for.

Staff Updates/Area Updates: Neiswender will be posting a shared CRD Educator position between Winnebago and Outagamie counties. The budget for 2019 has been prepared to include funding for a shared CRD Educator, a part-time Family Living Educator, and part-time temporary help while Hendrickson is on maternity leave.

Department Activities: UWEX staff members have been very busy with summer programming and the fair. Dornfeld is completing various training for the programs she'll be delivering in 2019.

State Activities: Neiswender distributed communications from the state office. Committee members are encouraged to review these documents and provide feedback.

Comments by Committee Members: None.

Next Meeting: Next regular committee meeting will be held Thursday, August 16th, 2018.

Adjourned: Binder moved to adjourn; seconded by Borchart. Motion carried **5-0**, 10:43 a.m.

Respectfully submitted by:

Amy Hendrickson