

**Jefferson County University Extension Education Committee  
Minutes for May 18, 2009**

**Call to Order** - Chairman Greg Torres called the meeting to order at 6:02 p.m.

**Roll Call** – Committee members present: Ron Buchanan, Mike Burow, John Kannard, Greg Torres and Robert Yachinich.

Also present: Agents Kathleen Eisenmann, Steve Grabow, Gail Roberts; and Heidi Johnson; Richard Pederson, UW-Extension Southern District Director; Sharon Schmeling, County Board Chair; and Gary Petre, County Administrator.

**Certification of Compliance with the Open Meetings Law**

Meeting posting was certified in accordance with Open Meeting Law requirements by Torres.

**Approval of the Agenda for Possible Rearrangement** - No need for rearrangement.

**Approval of Minutes from April 27, 2009 Meeting**

Motion by Burow to correct minutes under Agent Reports – delete everything after the motion and the second, up to motion approved 5-0. Motion passed.

Motion by Burow to approve April 27 minutes as corrected, seconded by Yachinich. Motion approved 5 - 0.

**Citizen Input and Comments** – None.

**Agent Reports** - No questions.

**Review and Approval of Agriculture Agent Position Description and Authorization for Posting**

Motion by Burow, seconded by Yachinich that Pederson proceed with posting for the Ag Agent position. Motion approved 5 – 0.

**Transition of 133 Contract From Fiscal to Calendar Year Time Frame**

Motion by Kannard, seconded by Yachinich, that there will be two separate contracts to make the transition happen. Motion approved 5 – 0.

**Update from Agents on Priority Initiatives** - Short report on priorities in three months (working document).

**Discussion on Duplication from Agents' Perspectives** - Eisenmann, Grabow and Johnson gave perspectives.

**Review of Letter Requesting Voluntary Donation by Municipalities**

The letter will be on Extension letterhead and should be dated. Motion by Burow, seconded by Buchanan, that Burow make corrections and suggested revisions to the letter (asking for response for July 1) and that letter be sent to government agencies. Motion approved 5 – 0.

**Discussion on Committee Meeting Time**

Committee decided to go to the second Monday of the month at 8:30 a.m.

**Future Agenda Items:** 4-H leaders' communication; 4-H sponsorship; budget status

**Adjournment**

Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Ron Buchanan, Secretary