

**Richland County Agriculture and Extension Education Committee**  
**Meeting Minutes**  
**September 5, 2018 at 1:00 p.m.**  
**Room 713, Extension Office, East Hall, UW-Richland**

Present: Brewer, Nelson, Wegner, Craddock, Coorough, Hady, Lenzendorf (via Phone) Saxe, and Wunnicke,

- I. Meeting was called to order by Chairperson Brewer at 1:17 p.m.
- II. Saxe gave proof of notification
- III. Motion by Nelson, seconded by Wegner, to approve the agenda. Motion carried.
- IV. Minutes of previous meeting were declared approved as published by Chair Brewer
- V. There was no Public Input.
- VI. Unfinished Business
  - a. **Interim 4-H Program Coordinator and Related Staffing** – There were discussions regarding options regarding the 4-H position. After deliberation there was a motion by Wegner to move forward with hiring a 4-H youth coordinator, where the county would split the cost (salary & fringe) of the position 75% county supported 25% State supported. To cover the added cost the Agriculture Agent position would then be reduced by 50%. Second by Nelson. Motion carried.  
  
The Committee then discussed the position description and job posting. Motion by Wegner to approve the Richland County 4-H Coordinator Position Description and to start the hiring process with the state. Second by Nelson, motion carried.
- VII. New Business
  - a. **2019 UWEX Department Budget** – Saxe presented a budget to the committee that had a total zero percent increase. Motion by Wegner, second Nelson to approve the proposed budget and move forward to Personnel & Finance Committee.
  - b. **Upcoming Educator Activities** – Hady requested permission to attend the Swine Educators Conference in Raleigh, NC October 22-25. Cost would be covered by the National Pork Board. Motion to approve by Wegner, second by Nelson. Motion Carried
- VIII. **Out of County Requests** - Motion by Nelson, seconded by Wegner, to approve out of county requests. Motion carried.
- IX. No purchases over \$1,000.
- X. **Office, Agent, Soils, Program and Pesticide accounts** – Motion by Wegner, seconded by Nelson, to recommend payment of all accounts. Motion carried.
- XI. **AED Update** – Saxe reported on position updates in the Area and minor language changes in the upcoming agent (educator) contracts.
- XII. Next meeting date is Wednesday, October 3, 2018 at 1:00 p.m.
- XIII. Motion to adjourn by Wegner and seconded by Nelson. Motion carried. Meeting was adjourned at 1:46 p.m.

Minutes respectfully submitted by: Adam A. Hady