

Richland County Board - Education Committee

Meeting Minutes

May 9, 2022

Pippin Conference Center, located in Melvill Hall on the UW Platteville-Richland Campus, and via Zoom

Committee Member Present: Linda Gentes, Ingrid Glasbrenner, Chad Cosgrove, Daniel McGuire, Marc Couey, Barbara Voyce, Shaun Murphy-Lopez

Staff Present: Michael Compton, John Christensen, Adam Hady, Kristine Lockwood, Carolyn Ihde, Chelsea Wunnicke.
via Zoom: Clinton Langreck, Cheryl Dull, Jennie Silver

1. **Call to Order** - Meeting was called to order by Chair Gentes
2. **Proof of Notification** - Gentes gave proof of notification
3. **Agenda Approval** - Motion to approve agenda by Murphy-Lopez, second by Cosgrove, motion carried by voice vote.
4. **Approval of Minutes from March 14 for UWP-Richland and April Minutes for Extension** - Motion by Cosgrove to approve the March 14 UWP-Richland Minutes, second by Gentes. Motion carried by voice vote. Motion by Couey to approve the April Minutes of the Extension Committee, second by Murphy-Lopez. Motion carried by voice vote.
5. **Introduction of all members attending** - Everyone present introduced themselves and their role
6. **Election of Officer -Vice Chair-** Cosgrove nominated Couey as Vice Chair, second by Glasbrenner. Nominations closed by the Chair. Motion to elect Couey by Cosgrove, second by Glasbrenner. Motion carried by voice vote.
7. **Announcement of committee members on Finance and Personnel and Strategic Planning, Rules, and Regulations** - Chair Gentes informed the Committee that Supervisor Couey is serving on the Finance and Personnel, and Supervisor Cosgrove is serving on the Planning, Rules, and Regulations.
8. **Food Service Update - including where Food Service is in regards to their budget** – Report given by Christensen included a financial summary for the month, and listing of events, that food service contracted for during the past month.
9. **Extension Updates - Area Extension Director** - Hady provided an update of Area 13 Extension vacancies, and new hires
10. **Overview of Extension-Personnel, etc.** - Hady gave a presentation on Extension including mission, vision, organization, and program offered. Hady also introduced the Staff.
11. **Educator Report** – Ihde, the Agriculture Educator, gave a report on Agricultural Programming she has been working on including her work with livestock producers in Richland and Crawford Counties.
12. **Budget Tracking - Handout on yearly budget, where is Extension now on spending in regards to their budget** – Hady presented the Committee with a trial balance sheet.
13. **Approve Monthly Expenditures** – Hady presented the monthly expenditures for the Extension Department. Motion by Cosgrove to approve the Monthly Extension Expenditures, second by Voyce. Motion carried by voice vote.
14. **Out of County Requests** - None
15. **Campus Update** - Compton provided an overview of the campus structure and mission.
 - a. **Fall 2022 enrollment** – Compton reported Fall Enrollment estimates at 60 Students with 17 students registered for the New Student Experience.
 - b. **Recruiter Situation - including international students, high school visits, summer plans** – Compton reported to the committee that there would be a vacancy in the recruiter position. There was discussion about how to fill the recruiter position and how the position may function to maximize how potential student engage with campus.
 - c. **Other items** - Compton gave an update the Scholarship recognition event; \$67,000 in scholarships awarded.
16. **Marketing Update - John Christensen** - Christensen gave an update of Marketing items including: weekly article in the Richland Observer, Love of Learning Lecture series, was on WRCO, and making plans to get the word out about student housing in the fall.
17. **Community Outreach Update - Melanie Platt Gibson** – Compton gave report on outreach activities for the past month that included conversations with industry leaders in the community, Get Real Program, Economic Development Summit, RC Hospital mentor coach Health Care program, and Friends of the campus meeting.

- 18. Capital Projects Review** - Langreck provided the committee with a proposed capital project plan. In addition to the county investment, UW-Platteville is also looking to invest \$70,000 into IT updates.
- 19. Budget Tracking - Handout on yearly budget, where is the campus on spending in regards to their budget** – Compton reviewed the year to date spending on the county portion of the campus budget.
- 20. Campus Maintenance and Repair projects** - Compton presented a written report with completed and outstanding maintenance project on Campus. Discussion was held regarding water heater repair bids, and campus not receiving enough bids to meet county purchasing guidance. Motion by Couey that campus accept the one bid to fix the water heater, second by Murphy-Lopez. Motion carried by voice vote.
- 21. Approve Monthly Expenditures** – Compton presented the monthly Expenditures. Motion by Couey to approve the monthly expenditures, second by Cosgrove. Motion carried by voice vote.
- 22. New initiatives to report** – None
- 23. Items for June meeting** – add roll of the committee as an agenda item, Strategic Plan/Work Plan, and WCA resolutions
- 24. Correspondence** – Gentes presented correspondence from Administrator Langreck to UW Platteville, and response from UW-Platteville to Langreck
- 25. Adjourn** – Motion by Voyce to adjourn, second by Couey. Motion carried by voice vote. The meeting was adjourned at 3:17 pm

Respectfully Submitted,

Adam A Hady
Area Extension Director