

Richland County Board - Education Committee
Richland County, Wisconsin

January 2, 2024

NOTICE OF MEETING

The Education Committee will be meeting in-person and virtually on Monday, January 8, 2024, 1:15 p.m. at the Richland County Board Room, Richland County Courthouse, 181 W. Seminary Street, Richland Center, Wisconsin, to discuss and/or take action on the following agenda items.

Via WebEx with information available at: <https://administrator.co.richland.wi.us/minutes/education/>

Agenda

1. Call to Order
2. Roll Call of Committee Members
3. Proof of Notification
4. Approve Agenda
5. Approve Minutes from the November 13, 2023, Meeting.
6. Extension Update
 - a. Educator Report
 - b. Update on Human Development & Relationships Educator, FoodWise Educator
 - c. Regional Agriculture Positions
 - d. Updates on move to Melvill Hall
 - e. Goals for 2024
 - f. Pay Invoices
7. Public Comments
8. Items for February 12, 2024 Meeting
9. Correspondence
10. Adjournment

Copies to:

Education Committee Members:

- Chad Cosgrove	- Bob Frank	- Ingrid Glasbrenner	- David Turk
- Marc Couey	- Linda Gentes	- Daniel McGuire	- Barbara Voyce

Candace Pesch, County Administrator	Marty Brewer, County Board Chair	Derek Kalish, County Clerk
WRCO	Richland Observer	
Terry Sebranek, Campus Fdn Pres.	Greg Zimmerman, Campus Fdn Dir.	

Richland County Board - Education Committee
County Board Room, Richland County Courthouse, and via WebEx
Meeting Minutes
November 13, 2023

Committee Members present: Linda Gentes, Chad Cosgrove, Barb Voyce, Marc Couey, Daniel McGuire, and Ingrid Glasbrenner. **Absent:** Bob Frank (excused) and David Turk (excused)

Staff and other Board Members present: Adam Hady, Karleen Craddock, Sheena Cook Fuglsang, Candace Pesch and Greg Zimmerman. **Via WebEx:** Jennie Silver

Agenda

1. **Call to Order** – Meeting was called to order by Chair Gentes at 1:15 p.m.
2. **Roll Call of Committee Members** – Six of eight members were present.
3. **Proof of Notification** – Hady gave proof of notification.
4. **Approve Agenda** - Motion to approve the agenda by Couey, second by Voyce. Motion carried by voice vote.
5. **Approve minutes from October 2023 meeting** – Motion to approve the minutes by Cosgrove, second by Glasbrenner. Motion carried by voice vote.
6. **Extension Update** -
 - a. **Educator Report – 4-H Educator** – Craddock gave a report on 4-H end of the year Awards program and volunteer recognition. And the Impact of volunteers on 4-H programming
 - b. **Update on Human Development & Relationships Educator, FoodWise Educator-** Hady indicated that the position was posted and will be closing shortly. A committee of Extension personnel will screen and conduct preliminary interviews, with a member of the Education committee being invited to final interviews when scheduled.
 - c. **Regional Agriculture Positions-** Hady presented a plan that included a Regional Crops and Soils Educator (Richland, Sauk, and Juneau Counties) and a Regional Livestock Educator (Richland, Crawford, Vernon, and La Crosse Counties). Motion by Couey to move forward with the hiring of the Regional Educators, second by Glasbrenner. Motion carried by voice vote.
 - d. **Move to Melvill Update and Possible Action** – Hady provided an update on the move to Melvill Hall. Extension has been working with Administrator to make the transition.
 - e. **Pay Invoices** – Motion to approve and pay invoices by Cosgrove, second by Voyce. Motion carried by voice vote.
7. **Public Comments** - None
8. **Items for December 11 ,2023 meeting** – Committee decided not to hold December meeting and have the next meeting in January.
9. **Correspondence** – None
10. **Adjournment** – Motion to adjourn by Glasbrenner, second by Couey. Motion carried by voice vote. The meeting was adjourned at 1:39 p.m.

Respectfully submitted,

Adam A. Hady
Area Extension Director

Extension Office Accounts

Bills from December 2023

<u>Account</u>	<u>Vendor</u>	<u>Account Line Item</u>	<u>Amount</u>
10.5670.0000.5293	GFC Leasing WI (Inv# 100880189) PO Box 2290 Madison WI 53701	<i>Lease on Copier</i>	\$237.69
10.5670.0000.5315	Gordon Flesch Co. Inc. (Inv# IN14504055) BIN 88236 Madison, WI 53701	<i>Duplication, Copy</i>	\$39.51
10.5670.0000.5225	Genuine Telecom 430 W Union St, Suite 3 P.O. Box 409 Richland Center, WI 53581	<i>Telephone</i>	\$36.13
10.5670.0000.5311	Quadient Leasing USA, Inc. (Inv# Q1112176) Dept 3682 P.O. Box 123682 Dallas, TX 75312-3682	<i>Postage & Envelopes</i>	\$207.45
10.5670.0000.5311 -----→ New Address	Hynek Printing LLC (Invoice #00072316) 343 Industrial Drive Richland Center, WI 53581	<i>Office Supplies</i>	\$278.00
10.5670.0000.5819	CDW Government (Invoice #NM95705) 75 Remittance Drive, Suite 1515 Chicago, IL 60675-1515	<i>New Equipment</i>	\$608.40
10.567.0000.5339	Karleen Craddock 221 W. Seminary St. Richland Center, WI 53581 314 x \$.51 = \$160.14	<i>Agent Mileage</i>	\$160.14

Total: \$1567.32

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2023 THROUGH DEC 31, 2023

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND						
5670 UNIVERSITY EXTENSION PROGRAM						
0000 PROJECT						
5111 SALARIES - REGULAR	32,789.75	0.00	3,939.60	33,486.60	696.85-	102 -----
5112 SALARIES - PART-TIME	27,957.72	0.00	3,286.08	27,931.68	26.04	99 -----
5150 SECTION 125 PLAN-CO SHARE	156.00	0.00	9.20	116.04	39.96	74 -----
5151 FICA - COUNTY SHARE	4,734.93	0.00	540.61	4,570.48	164.45	96 -----
5152 RETIREMENT - COUNTY SHARE	4,208.83	0.00	491.34	4,176.39	32.44	99 -----
5153 DENTAL INSURANCE-CO SHARE	219.72	0.00	18.31	219.72	0.00	100 -----
5154 HEALTH INSURANCE - COUNTY SH	8,861.76	0.00	796.91	9,115.11	253.35-	102 -----
5155 LIFE INSURANCE - COUNTY SHAR	6.14	0.00	0.77	7.94	1.80-	129 -----!!!
5161 HEALTH INS REIMBURSEMENT DED	500.00	0.00	484.50	484.50	15.50	96 -----
5214 COMPUTER PROGRAM SUPPORT	500.00	0.00	0.00	500.00	0.00	100 -----
5225 TELEPHONE	2,000.00	0.00	72.26	1,281.95	718.05	64 -----
5248 SERVICES ON MACHINES	150.00	0.00	0.00	0.00	150.00	0
5293 LEASE ON COPIER & DUPLICATOR	3,000.00	0.00	237.69	2,614.59	385.41	87 -----
5311 POSTAGE AND ENVELOPES	400.00	0.00	0.00	622.95	222.95-	155 -----!!!!
5312 BOOKS AND FORMS	300.00	0.00	0.00	32.00	268.00	10 -
5315 COPIES AND DUPLICATION	1,200.00	0.00	118.42	584.08	615.92	48 ----
5319 OFFICE SUPPLIES	2,000.00	0.00	440.73	1,264.21	735.79	63 -----
5324 EXTENSION & AGENTS DUES	0.00	0.00	0.00	0.00	0.00	0
5334 AGENTS REGISTRATION	200.00	0.00	0.00	150.00	50.00	75 -----
5335 AGENTS MEALS	25.00	0.00	0.00	0.00	25.00	0
5336 AGENTS LODGING	200.00	0.00	0.00	0.00	200.00	0
5339 AGENTS MILEAGE	2,000.00	0.00	0.00	574.26	1,425.74	28 --
5815 COMPUTER SOFTWARE	0.00	0.00	0.00	154.58	154.58-	9999 -----!!!!
5819 NEW EQUIPMENT	500.00	0.00	0.00	58.99	441.01	11 -
5906 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0
5970 CONTRACT SERVICES	100,583.00	0.00	21,480.67	66,533.84	34,049.16	66 -----
5999 BILLS-NO-LINE DETAIL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	192,492.85	0.00	31,917.09	154,479.91	38,012.94	80 -----
TOTAL: UNIVERSITY EXTENSION PROGRAM	192,492.85	0.00	31,917.09	154,479.91	38,012.94	80 -----
TOTAL: GENERAL FUND	192,492.85	0.00	31,917.09	154,479.91	38,012.94	80 -----