

**University of Illinois Extension
Fulton-Mason-Peoria-Tazewell Unit
Extension Council Meeting
Monday April 1, 2024
Tazewell Extension Office
Pekin, IL**

Minutes

- Call to Order: The meeting was called to order by Chair Kim Dunnigan at 12:02 PM.
- Attendees: Earl Allen, Kim Dunnigan, Emily Rogier, Shundell Broomfield, Cindy Intravartolo, Sue Beeney, Janine Donahue, Emma Green, Dinah VanDelinder, and Patty Wieggers. Quorum requirement was satisfied.
- Approval of minutes: After review of printed minutes by all council members, the February 5, 2024 meeting minutes were approved by consensus.

Staffing Updates:

- Abby Phillips who is originally from Eureka, IL has been hired as the new 4-H Program Coordinator. She comes from Truman State University where she had been working for several years and had obtained her Bachelor's degree. Abby has a history of 4-H involvement in Woodford County. Part time employee Lynda Sharp-Lower had been filling in for this position prior to Abby's hiring.
- Earl will be interviewing for the SNAP-Ed position this week.
- Sue Beeney has been hired for the substitute secretarial position for the Pekin and Peoria Extension offices.
- There are still plans to add a Crop Educator position, especially with new potential revenue to support this position through the State of Illinois Department of Agriculture. The state Director of Extension Shelly Nickols-Richardson and the Assistant Dean of Agriculture and Agribusiness Travis Burke have approached the state Department of Agriculture for \$5 million in funding as statewide Extension has been ramping up activities and education related to agriculture and agribusiness.

FY 2025 Budget

Earl reviewed the proposed budget and handout was provided. He reviewed in more detail specific aspects of the proposed budget.

- The proposed Personnel expense is based on current expenditures. Union employees' salaries may be changed with the upcoming negotiations and

contract renewal July 1, 2024. Once the contract has been ratified the budgeted Personnel expenses will reflect any possible changes.

- Both Peoria and Tazewell County Boards increased their funding for the U of I Extension for FY 25. Tazewell County had reduced their funding during the COVID pandemic but has been slowly increasing funding support towards the previous funding amount.
- Earl made several presentations to the Mason County Board to address concerns by a community member related to funding and how the moneys were spent. Mason County will continue with the funding for Extension that had been approved by the Mason County Board in summer 2024.
- Earl will be having a meeting with the Farm Bureau to discuss rental fees for office space for both Tazewell and Fulton Counties. Any changes in the lease will result in changes in line item 6 of Non-personnel expenses on the proposed FY 25 Budget.
- All non-union employees received a 4% salary increase within the last year.
- The Budgeted Carryover line reflects money from the Extension Unit's reserve fund. Earl has targeted to reduce the reserve fund to 1.5 million by continuing to annually allocate money from this fund to cover any budget shortfalls. Once this is achieved, he indicated that the 4-H Federations and Foundations will be able to increase funding support.
- The 4-H Foundations are not for profit organizations that fund raise and provide money to Extension offices. In 2012 a Unit Foundation was started with \$20,000 seed money provided by the other 4-H Foundations. This Unit Foundation was able to utilize financial investment services that are used by the campus and has provided a 7-9% annual return on investments.

Motion was made by Kim Dunnigan to approve the FY 25 proposed budget as submitted with full recognition and approval that some modifications to the budget will be made pending the union contract negotiations and the possible changes in leases for office space.

Motion was seconded by Shundell Broomfield. It was unanimously approved by the Extension Council.

Next regular meeting will be on Monday October 7, 2024 at the Pekin office.

There will be local County Extension Board meetings in July and August that Council members are welcome to attend. Dates and locations to be determined.

Meeting was adjourned at 12:43 PM.

Respectfully submitted by Janine Donahue, Secretary 4/1/2024