



**Extension Committee**  
**Minutes of Meeting**  
**August 10, 2010 @ 1:00 PM**  
**Adams County Community Center**  
**569 N. Cedar Street, Room 103**  
**Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 1:02 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call: Board Members:** Diane England, Jack Allen, Glenn Licitar, Karl Klingforth and Florence Johnson  
**Extension Staff Present:** Don Genrich, Jennifer Swensen, Theresa Wimann and Linda Arneson  
**Others Present:** Betty Licitar and Everett Johnson. Carolyn Wood arrived after the start of the meeting.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Licitar and Second by Klingforth to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Allen Second by England to accept minutes of the Extension Committee Meeting of July 13, 2010 as presented. Motion carried.
6. **Public Participation:** Carolyn Wood had indicated she wanted to speak at the meeting, but was not present so continued with Agenda.
7. **Resource/Extension Communication:** None
8. **Items for Action or Discussion:**
  - a) **Review Financial Statements and Check Summary:** July Check Summary was reviewed. Motion by Allen Second by England to place Financial Statements for July on file. Motion carried.

**Public Participation:** Carolyn Wood spoke to the Committee regarding a 4-H Volunteer issue. The Committee thanked Carolyn and advised that the issue would be placed on the September Extension Committee Agenda.

8. **Items for Action or Discussion Continued:**

- b) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen and Theresa Wimann and Approve Out-of County Calendars for Donald Genrich and Jennifer Swensen:** Motion by Klingforth Second by Licitar to place Monthly Reports on file and approve monthly calendars for agents. Motion carried.
- c) **2011 Budget:** Brief overview of Extension's progress on completing 2011 Budget documents for Committee to review.

- d) Hiring Status of Family Living Position – Interview Dates and Committee Participation: Genrich advised Committee that the position closing date is August 10, 2010. If enough qualified applications are received the first preliminary interviews will take place by UW-Extension Central District in Stevens Point. The goal is to have 3-5 applicants for a final interview in Adams. After discussion it was decided that all Committee members would be present for the interviews in Adams. Dates for the interviews in Adams were discussed; September 15, and 16 would work for all Committee members.
- e) Resolution for Out-of-State Travel – Jennifer Swensen: Resolution that was approved at July meeting was signed by Committee members.
- f) Retention Award – Jennifer Swensen: This item was passed and will be placed on September Agenda
- g) Clean Sweep Report: Report will be given at the September Extension Committee meeting.
9. **Set Next Meeting Date**: Next meeting date is set for 9:00 a.m., September 7, 2010 in room 103 at the Adams County Community Center.
10. **Agenda Items for Next Meeting**:
- Family Living Educator Position - Update
  - 2011 Budget
  - Retention Award – Jennifer Swensen
  - Sayl Program – Mentor for Youth
  - Jobs/Education Program
  - Clean Sweep Report
  - 4-H Volunteer Issue
11. **Adjourn**: Motion by Licitar and Second by England to adjourn. Motion carried. Meeting adjourned at 2:45 p.m.

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Minutes taken by  
Linda Arneson  
Clerk/Bookkeeper  
UW-Extension, Adams County

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Diane England, Committee Secretary

**These minutes have not been approved by the Resource & Recreation Committee.**