



**University of Illinois Extension – Bureau, La Salle, Marshall, and Putnam
Multi County Unit Council Meeting Minutes. March 28, 2023, 6:00 p.m.
Illinois Valley Community College, CTC 124**

The March 28, 2023 meeting of the Bureau, LaSalle, Marshall, Putnam Extension Unit Council was called to order at 6:00 PM by Chairperson Monico Nunez. Monico Nunez welcomed everyone. Roll Call was taken.

Attendance:

Council Members Present: Willard Mott, Monico Nunez, Francis Morse, Debbie Buffington, Douglas Stockley, Mary Ann Waits, Carla Schaer, Luke Holly, Kathryn Erjavsek, and Steve Tuftie.

Staff Present: County Director Erin Orwig

Minutes for December 6, 2022:

- Doug Stockley moved to accept the December 6 minutes as written. Luke Holly 2nd. Motion carried.

Treasurer’s Report:

- Francis Morse presented the In and Out Account Reports and Banner Reports. The In and Out Account Reports were approved as presented. Motion to approve by Carla Schaer and second by Steve Tuftie. Motion carried.

Organizational Reports

1. **Three Year Compliance Plan:** (reported by Erin Orwig)
 - All files are due on the Box folder by April 11.
 - Review will be on April 25.
2. **Program Reports:** Reports were mailed. (reported by Erin Orwig)
 - 4-H & Youth Development, 4-H Youth Development Program Coordinators, Beth Dellatori.
 - 4-H & Youth Development Educator, Beth Dellatori.
 - Ag in the Classroom, Beth Dellatori.
 - Nutrition & Wellness Program Educator, Susan Glassman.
 - Illinois Nutrition Education/SNAP-Ed Program, Susan Glassman.
3. **Outreach Efforts:** (reported by Erin Orwig). Erin Orwig reviewed outreach programming for the Unit. This also demonstrated our civil rights compliance for reaching out to target audiences.
 - The search continues for someone to lead the 4-H Latino Program Grant at DePue Schools. The new Community Outreach Worker for SNAP Ed will focus on DePue Schools.

- Beth Dellatori is providing programming with the DePue Public Library this summer.
- SNAP-Ed and 4-H programming will be participating in the Cinco de Mayo Festival in Mendota in May.
- SNAP-Ed Grant/Illinois Nutrition Education Programs continue with at-risk audiences throughout the Unit.

Old Business:

- We have an opening that remains for a Council member in Marshall County.
- Budget and Nominating Committees met the week before in all counties.
 - Discussion on whether to combine those meetings with the quarterly Unit Council meeting.
 - Will revisit that discussion in September when making the schedule for the next year.

New Business:

- Michelle Uphoff started January 9 as an Office Support Specialist in Oglesby.
- SNAP-Ed Community Outreach Worker position is still open in Ottawa.
 - Please spread the information and highlight the benefits for working for Extension.
- SNAP-Ed Extra Help position still open for Illinois Junior Chef in LaSalle County for the summer.
- Summer help for the 4-H fairs is all in place.
- An intern for Youth Development was selected for the summer.
 - Funding is supplied by campus.
 - Will assist Beth Dellatori with summer camps and programming.

2022/2023 Meeting Dates:

- June 6, 2023.
 - Erin Orwig will try to arrange for 4-H members to showcase some of their summer projects.
- September 26, 2023.
- All meetings will begin at 6pm.

The next meeting date:

- June 6, 2023 at 6:00 PM. Location; IVCC room CTC 124.

Francis Morse moved to adjourn the meeting and Luke Holly 2nd. The motion carried.
Meeting adjourned at 6:21 PM

Respectfully submitted,
Kathryn Erjavsek