

NW Regional Extension Council

May 17, 2007 Agenda **with minutes in bold**

7:30 p.m., Northwest Region Office

706 S. Woodbine, Suite A, St. Joseph

Kendell Misemer, Chair

John Murphy, Vice Chair

Angela Farrell, Secretary

(Officers April to April/May meeting)

1. **Call to Order—In the absence of the council chair Kendall Misemer, Tony DeLong, County Council Coordinator facilitated the meeting. Several council representatives called indicating they would be able to attend due to flooding, late planting and school conflicts. Becky Dalbey agreed to be acting secretary.**

2. **Introduction of Guests**

3. **Roll Call of Members—What activity does your council do to enhance leadership skills?**

Council Representatives

Tom Hare, Andrew County

Donnie Miller, Buchanan

Jerry Creason, Caldwell

Becky Dalbey, Nodaway

Sandy Sands, NW State Board Representative

Regional Faculty and Staff

Jerry Baker, CPD Worth

Tony DeLong, County Council Coordinator

Karma Metzgar, Regional Director

A quorum was not present.

4. **Additions or revisions to agenda—none**

5. **Minutes from previous meeting (enclosed and posted on the web at http://extension.missouri.edu/nwregion/Agendas_Minutes/Agenda-Minutes.shtml)-- no corrections needed**

6. **Old Business--none**

7. **New Business**

- a. **Election of Officers**

A quorum was not present to elect the officers. The present officers will serve until other are duly elected and sworn in. Elections will occur at the July 2007 meeting.

8. **Program Feature—Regional Council Leadership Training (2 hours)**

- a. **Tony DeLong, County Council Coordinator, will provide training and resources to assist regional extension council members in their roles. The training modules he will highlight will be on**

- i. **Stakeholders**

- ii. **Extension Council Youth Leadership**

- b. **Training agenda**

Review Stakeholders Modules and Resources—20 minutes

Questions on topic—10 minutes

Review Youth Leadership Modules—30 minutes

Questions on topic—10 minutes

Regional Council Leadership Team needs and delivery plan –35 minutes

1. *What are communication needs?*

2. *How will the team function?*

3. *How will the team provide county council training?*

4. *Future resource needs from Council Leadership Development Committee*

Other Discussion Topics—web pages, training modules, resources or modules, office personnel, county program directors, office policy and procedures, by-laws etc.

Other

Notes from the training:

Modules can be found at: <http://extension.missouri.edu/extcouncil/stakemod.htm> and <http://extension.missouri.edu/extcouncil/ecyl/>

Stakeholder module—handouts from modules. Key points:

- *Remember to continue to talk to the legislators. The training provided information to use and where to find information. It is important to communicate with county commissioners. Let them know what is going on—not just extension, but other meetings they attend.*
- *On council committees, council members chair committees, however, other community people can be involved, as well as youth.*
- *Review communication skills.*
- *When communicating with legislators—good to keep them updated. Use the profile page to be in contact with Stakeholders and look for a third party to help relate to that person.*
- *Council members need to remember they were elected by the same constituents as the Governor. Councils are the only grass roots government group. There are 2300 elected council members in the state.*

Youth on Councils Module--Tony encouraged councils to consider the youth leadership training modules. There is a training kit which can be borrowed from the regional office.

9. Brief Announcements

- a. **University of Missouri Extension State Council Board**—Sandy Sands, NW Representative
 - i. **Council to Campus is June 8 and 9. Up to 8 per region can attend. (brochure enclosed)**

A new format is being tried. Please try to have some attend. In addition, Sandy said she has a photograph group that will help in the NW area for those affected by the flood.
- b. **Regional Director Update (handout)**
 - i. Program Coverage—position updates
 - ii. Youth Program Assistant/Associate Resource Allocation and Staffing Model
Regional Considerations
 - iii. Other Administrative News
- c. **Other—flood packets were distributed.**
 - i. **Karma shared information on the web calendar and council reports. Council members in attendance encouraged faculty to put more events on the calendar and then report at council meetings.**

10. Future Meeting Dates--quarterly 3rd Thursday of May, Aug and October. (changed from Jan. April and July due to scheduling conflicts)

- a. Affirm or revise dates
 - i. **Aug. 16, 2007**—program and location suggestion.—**meeting will be at 7:30 p.m. at the regional office**
 - 1. **Bylaws**—update the regional extension council bylaws
 - ii. **October 18, 2007**—program and location suggestion.

11. Adjourn

Notes by Becky Dalbey, Acting Secretary