

NW Regional Extension Council

Meetings are held the third Thursday
of February, May, August and November

Thursday, May 15, 2008 Agenda with minutes in bold

7:30 p.m., Northwest Region Office

706 S. Woodbine, Suite A, St. Joseph

&

Princeton High School via Interactive Television (technical difficulties so only at regional office)

Kendell Misemer, Chair

*John Murphy, Vice Chair
Officers April to April/May meeting)*

Becky Dalbey, Secretary

Prior to the meeting being called to order, the MU Extension Marketing DVD was watched. To borrow from your local office, request "Introducing MU Extension: Your one-stop source for practical information on almost anything."

1. **Call to Order**—Kendall Misemer, Chair
 - a. **Lois Turner agreed to be secretary for the meeting.**
2. **Introduction of Guests --Tony DeLong, County Council Coordinator**
3. **Roll Call of Members**—Introductions and "*What is exciting extension news from your county?*"
Members shared about Extension Week events, retirement observance, new facilities, and programs.

<u>Council Representatives</u>	<u>Regional Faculty and Staff</u>
Richard Barrett, Holt	Jerry Baker, CPD Worth
Jerry Creason, Caldwell	Jim Crawford, CPD Atchison
Tom Hare, Andrew	Karma Metzgar, Regional Director
Mike Kinman, Nodaway	
Kendell Misemer, Gentry	
Bud Motsinger, Caldwell	
Ray Schwarz, Clinton	
Jayla Smith, Daviess	
Lois Turner, Livingston	
Sandy Sands, NW State Board Representative	
4. **Additions or revisions to agenda --None**
5. **Election of officers**
 - a. **Chair**—Ray Schwarz nominated *Kendall Misemer*. Jayla Smith seconded the motion. Motion carried.
 - b. **Vice-Chair**—Jayla Smith nominated Tom Hare. Bud Motsinger seconded the motion. Motion carried.
 - c. **Secretary**—Tom Hare nominated *Jayla Smith*. Bud Motsinger seconded the motion. Motion carried.
6. **Minutes from previous meeting (Nov. 07)** (enclosed and posted on the web at http://extension.missouri.edu/nwregion/Agendas_Minutes/Agenda-Minutes.shtml). **Tom Hare moved to accept the minutes as printed. Lois seconded the motion. Motion carried.**
7. **30 minute Program Feature—Exploring the 2007 County Annual Reports**—group sharing as well as comments from Sandy Sands, State Council Representative.
Sandy had used the annual report checklist which is a part of the Council Leadership Development modules and is the budget module at:
http://extension.missouri.edu/extcouncil/training/budget/pdf/budget_pkg_updated_revised_11_29_06.pdf. This will provide feedback to the CPDs. Discussion included how to further market extension programming by placing annual reports in libraries, coffee shops as well as providing to funders. Sandy suggested the following as ways to strengthen annual reports: add brief program stories; quotes; samples of media headlines; focus on personal responses; positive comments; pictures to tell the story; larger font size; and using good reproduction methods. Buchanan County will print color copies economically.

All of the county annual reports are available on their web pages.

Sandy Sands was thanked for providing the review of the annual reports. Karma will share the information when she does performance reviews.

8. **University of Missouri Extension State Council Board**—Sandy Sands, NW Representative
 - a. News from the state council—**May 9 meeting was a discussion with President Forsee on MO Grow. The goal is for MO Grow to be included in the University’s 2010 budget. Sandy wasn’t able to hear all of it due to technical issues. The Marketing DVD is being shared with curators.**
 - b. Events for your participation
 - i. **June 27 and 28 Council to Campus (information enclosed)—Sandy asked Tony DeLong speak on this project. It is designed for 12 participants per region. Tony asked those in attendance to consider ways to encourage current and/or past council members to attend. The registration deadline is June 13. Please let the regional office know if you will be attending and if you need assistance in registering. Tony can answer or call those who may be interested. Let him know by calling 417-337-0605. Each county encouraged to have representation to show interest of/in extension partnership.**
 - c. **Legislative Day follow-up—Tony shared the day successful with more in attendance than any of the four campuses.**
 - d. Other
9. **Regional Director Update (handout provided)**
 - a. Program Coverage—position updates—new people!
 - b. Youth Program Assistant/Associate Resource Allocation and Staffing--progress, cost/share information, recruitment, etc.
 - c. Summer work study
 - d. Program highlights
 - e. Dates to note
 - f. Other Administrative News
10. **Old Business**
 - a. **Bylaws Committee Recommendations (committee has not met)—no action**
11. **New Business**
 - a. **Statewide and regional staffing plan (tentative)—Regional Director shared the current staffing by program area. We currently have 27 positions distributed among the five program areas. The regional information technology position is in addition to the 27 positions for a total of 28 specialist positions in the region. We have spent the past five years rebuilding from 19 positions to the current 28 with vacancies for 3 (CD, Agronomy, and Business). Plans are progressing on filling these positions.**
12. **Future Meeting Dates--quarterly 3rd Thursday of February, May, August and November**
 - a. **Next Meeting—Aug. 21, 2008—program, agenda items and location suggestions, meeting method. Jayla moved that the meeting be held in St. Joseph and possibly by ITV on the east side of the region. Bud seconded the motion. Motion carried.**
13. **Announcements—Jerry Baker, Community Development Specialist, shared “trip packets” promoting agri-tourism in the five Northwest Missouri Counties of Atchison, Holt, Nodaway, Worth and Gentry Counties. This program is an eXceed project focusing on Community Economic and Entrepreneurial Development. Representatives attending from other counties expressed interest in a similar program.**

Ray Schwarz asked for input from the members on the pros and cons of the extension office being located in a courthouse. Clinton County Extension has been asked to make plans to move from the courthouse and they are exploring options.

Caldwell County is one of the first three counties to establish the MU Flagship scholarship of \$15,000 renewable for up to four years. A presentation will be made on Monday, May 12 at Hamilton High School.

14. **Adjourn—Jayla moved to adjourn the meeting until Aug. 21. Sandy seconded the motion. Motion carried.**

Lois Turner, Secretary