St. Louis County Extension Council
Business Meeting Minutes
Thursday, March 16, 2017 – 6:00 PM
132 E. Monroe Ave, St. Louis, MO 63122

Agenda

6:15 pm Call to Order: Larry McGowen, Chair

Roll Call: J. Toni Burrow, Secretary

Larry McGowen, Chair
J. Toni Burrow, Secretary
Karen Watkins, Treasurer
Courtney Hinton
Tim Schmalz
Jinsong You
Veronica Morrow-Reel *
Cynthia Jordan *
Bill Ruppert
Mary Oswald
Karen Watkins
Jane Kerlagon *
Dave Kreuter
Tracey Howe-Koch *

Absent at Roll Call
Lisa Taylor, Vice Chair
Margo McNeil
Sylvester Bolden

Staff present:
Dwayne James, CPD
Melinda Farrar, Accountant
Lisa Overholser, Community Arts Specialist

The “ASK” for volunteers to serve at the St. Louis Storytelling Festival’s 38th Annual event was requested by Lisa Overholser. Lisa expressed a need for volunteers to be willing to give at least a four-hour block of time during the event being held May 3-6, 2017. A one hour volunteer orientation to meet other volunteers, pick up t-shirts, name tags, assignment(s) and helpful information, is scheduled for 6:00pm, Wednesday, April 26, at the City Extension office located at 4207 Lindell Blvd., 1st floor. Help is most needed for setting up, tearing down and at the grand finale event. The Storytelling schedule is located on the website. Lisa can be reached at the number of 314-266-4833. Thanks, in advance for your participation.

Swearing-In of New Councillmembers
Council Chair Larry McGowen and CPD Dwayne James performed the swearing-in of newest Councillmembers: Tracey Howe-Koch, Cynthia Jordan, Jane Kerlagon and Veronica Morrow-Reel. Welcome and thank you for joining the TEAM!
Presentations

- Master Gardner MOU
  After much discussion around the table, it was determined by all that as presented the MOU was not an acceptable document. Dwayne and Nathan Brandt took on the task of drafting a new version. Chair Larry McGowan suggested that an attorney, from campus be sought for advice on drafting the MOU document.

Approval of Minutes

- Business Meeting, February 23, 2017
  Motion made to approve meeting minutes with minor corrections by Mary Oswald – 2nd by Courtney Hinton– Veronica and Cynthia abstain Motion passed

Reports

- Treasurer’s Report
  Treasurer Karen Watkins, reported we started out strong in January and we are on target up to February and hopefully, the trend should continue. Net income to date is registered as $24,330.98. Courtney made motion to approve – Jinsong 2nd. Motion passed

  Jinsong reported having difficulty with hearing what was being said through the adobe connection State Council – Recap of Legislative Day (LD). Need more Extension exposure. General consciences to move LD back to Tuesday because legislators or too busy on Wednesdays. Mark S. has the assignment to adjust Campus to Council/Council to Campus and work it around council or regional meetings. Jane made suggestion of having legislators come to the Extension office when they are in town for meetings.

Committee Discussions and Reports

- Bylaws motion to accept as presented. Dave made motion to accept – Bill 2nd – motion passed
  Conflict of interest adoption of correction motion to accept Toni 1st – Karen 2nd and Cynthia abstained
  Operating procedures motion to approve Cynthia made motion – Courtney 2nd motion passed

- Events
  Legislative Day Recap results are being compiled by Dwayne
  Annual Dinner – Friday, March 31 Orlando Gardens – flyer included in Council packet

Ready for Action / Action Items

- Bylaws
- Executive Committee Nominations & Elections
  - Chair: Toni Burrow – Larry McGowan
  - Vice-Chair: Toni Burrow – Dave Kreuter (tied)
  - Treasurer: Toni Burrow – Karen Watkins
  - Secretary: Toni Burrow – Mary Oswald
To resolve the issue of a tie for the Vice-Chair position Dave Kreuter graciously removed his name. Jane made motion to approve Dave to withdraw his name. Bill Ruppert second. Motion passed. Toni Burrow approved as Vice Chair.

**Chair Report** Larry McGowen, Chair

- See Attached (28 pages) packet for Chair Report

**County Program Director Report** – Dwayne James

- See Attached (28 pages) packet for CPD Report

**Discussion Items**

None

**Announcements / New Business / Other**

None

**Action Items / Calendar of Events**

- Friday, March 31, 2017 – 2017 Annual Dinner
- Saturday, April 22, 2017 – 2017 New Council Member Orientation

**Adjourn**

- Larry made a motion to adjourn. Toni seconded. Motion passed. Meeting adjourned at 8:25pm

**Next Meeting April 20, 2017 at 6:00 pm**