University of Missouri Extension  
St. Louis County Office  
**Business Meeting Minutes**  
Thursday, April 20, 2017 – 6:00 pm  
132 E. Monroe Ave, St Louis, Missouri 63122

Call to Order at 6:09 pm  
Larry McGowen, Chair

Roll Call  
Present: Larry McGowen, Chair  
Toni Burrow, Vice Chair  
Karen Watkins, Treasurer  
Mary Oswald, Secretary  
Courtney Hinton  
Tracy Howe-Koch  
Lisa Taylor  
Veronica Morrow-Reel  
Bill Ruppert  
Absent: Margo McNeil  
Tim Schmalz  
Dave Kreuter  
Staff Present: Dwayne James  
Melinda Farrar  
Terry Olishile

Presentations  
- There was no formal presentation.  
- Lisa Overholser requested volunteers for the Story Telling Festival, May 3-6. She gave a brief overview of the types of things volunteers might be asked to do.

Approval of Minutes  
- A motion was made to approve the Business Meeting minutes of March 16, 2017 by Bill Ruppert, second by Cynthia Jordan. Motion passed

Reports  
- Treasure’s Report by Karen Watkins  
  - $13,000 in revenue currently this fiscal year.  
  - She asked that Dwayne remind specialists that they must have their revenue generation fees in to the university before June.  
- No Regional and State Council Report

Committee Discussions and Reports  
- Events Committee: Council members suggested developing more partnerships for mention on next year’s brochure. We should also send letters to municipalities encouraging them to show their support by purchasing a table. Additional information can be found in the April 17 Special Events Committee teleconference summary contained in your packet.

Ready for Action  
- Authorization of Council Members to Sign Contracts: Dave Kreuter made a motion to authorize council members to sign contracts for St. Louis County Library regarding presentations being given by our specialists in the areas of 4H and nutrition. The motion was seconded by Courtney Hinton. Motion passed.

Chair Report
• No Report. Chairman absent.

County Program Director Report
• We are still in process with revisions and updates to the MOU between Extension and the Master Gardeners. MOU will provide details about supervision of the volunteers and for finances to come back to this office. Council requested that Dwayne ask Cindy Zluticky about a legal review.
• Refer to CPD report for additional updates.

Discussion Items
• Support Staff (Extension Employee Options)
  o Janie, Amy, and Melinda are County Council employees. The proposal would make them Extension employees.
  o Some of the current questions/concerns of Council members are:
    – Council members and employees need to see the whole package being offered.
    – If employees stay County Council, employees have no Human Relations department to turn to.
    – The benefits of both packages must be compared.
    – Is this a year to year contract?
    – Council recommends having a staff/personnel meeting to discuss pros and cons.

  Sylvester Bolden made a motion to table this discussion until we have additional information, seconded by Tracy Howe-Koch. Motion passed. Personnel committee will meet within the next month.

Calendar of Events
• Remember STL Day, May 11. Council members are encouraged to promote donations to extension through emails, Facebook, and distribution of available printed materials.
• Volunteers are needed to staff Extension’s booth at the Greentree Festival in Kirkwood, Sept. 15-17.
• Next Council business meeting May 18, 2017

Adjourn
• Sylvester Bolden made a motion to adjourn and seconded by Dave Krueter. Motion passes. Meeting adjourned at 7:15 PM