Meeting was called to order at 6:05PM by Larry McGowen, Chair

Present at roll call: Larry McGowen, Chair Toni Burrow, Vice Chair
Karen Watkins, Treasurer Mary Oswald, Secretary
Courtney Hinton Tracey Howe-Koch
Jane Kerlagon Veronica Morrow-Reel
Lisa Taylor Dave Kreuter
Margo McNeil Tim Schmalz

Absent at roll call: Sylvester Bolden Bill Ruppert

Staff present: Dwayne James Melinda Farrar
Millie Miller-Hoover

Presentations
• N/A

Approval of Minutes
• Minutes from the April 20, 2017 Council Meeting were approved upon motion made by Karen and seconded by Dave. Larry, Margo, and Veronica abstained.
• Minutes from the April 20, 2017 Council Meeting were approved as revised to include Sylvester as absent and Cynthia as present. Motion made by Courtney and seconded by Lisa.

Reports
• Treasure’s Report by Karen Watkins
  o It was suggested that Melinda provide an additional report page for easy clarification of profit and loss for each month.
  o Cynthia asked if we would get an update of any County budget changes. Response was that we have a calendar year budget with the County.
  o Larry committed on income and suggested that Council look at percentages. He stressed that some line items hit later in the year.
    − Council asked about outreach at farmer’s market and nurseries for soil testing.

Committee Discussions and Reports
• Marketing Committee: Committee is following up on ideas from last meeting. Dwayne suggested Council review Amy’s monthly report highlighting our Communication activities. Larry thought the idea by Courtney of a co-sponsored event with the alumni association was a good one.
• Personnel Committee – Toni shared that campus is in the process of changing their minds about the support staff package. Things in campus continue to change. Larry shared that based on meeting with Mark Stewart that if we accepted the package for our staff to move to Campus then they would begin anew. Their jobs would be posted and no credit given for tenure nor prior service. Posting of the job would be handled external however we will be able to write their job description.
Ready for Action

- Employment Contracts for Hollie Records and Vince McKinney – These are 18-month contracts for Council to pay for partial or whole salaries. Hollie’s salary is paid entirely from Master Gardener program funds. Council partially pays Vince’s salary from proceeds from 4-H robotics programming. We are being asked to approve a contract for Hollie this year since program funds from Master Gardeners will be transferred to Council, from Botanical Gardens. Motion made by Toni and seconded by Margo for Larry to sign contracts.

Chair Report

- Larry made reference to his Chair Report in the attachments, noting that the chamber meeting was at the Kirkwood office.

County Program Director Report

- Dwayne thanked everyone for their comments on the business plan.
- Dwayne mentioned meeting with University City Superintendent (4-H & FNEP) and Chamber of Commerce (Small Business), Mayor Austin of City of Jennings (4-H & Housing), and Mayor Knowles of City of Ferguson (Communications).

Discussion Items

- MOU with Master Gardeners
  - Bill (via email) suggested we review the financial guidance section. Dwayne mentioned that Master Gardeners Advisory Committee have the right to develop their own 501(c)3.
  - Larry asked about legal review of MOU. Dwayne replied that template was developed by state. He suggested that it needs to be updated to showcase singular agreement between St. Louis County Extension Council and local MG Chapter (not chapters).
  - Jane suggested that the MOU needs to specify that Chapter funds will have 9000 designation / restricted funds.
  - Larry asked for comments from Council to be sent to him for compilation and then sent to Dwayne for update.
  - Jane suggested that her and Karen abstain from commenting since they are also Master Gardeners.

- It was suggested that the Events Committee work on the Greentree Festival and Open House.
  - August 21, 2017 – StLouisEclipse2017.org
  - Sept. 15-17, 2017 - Kirkwood Greentree Festival Volunteers still needed
  - Oct. ??, 2017 – Open House
  - March 30, 2018 – Annual Dinner

Closed Session

- Cynthia made a motion to go into Closed Session to discuss Personnel Matters.

Adjourn

- Dave made a motion to adjourn and seconded by Toni. Motion passes. Meeting adjourned at 8:09 PM