Larry McGowen, Chair, called meeting to order at 6:22 p.m.

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

Absent at roll call: Sylvester Bolden, Courtney Hinton, Cynthia Jordan, Margo McNeil, Karen Watkins

Staff present: Dwayne James          Melinda Farrar

Presentations
- Marshall Stewart’s Presentation
  o Dwayne gave highlights of the 60-minute presentation. He will send out a link for it.
  o Bill suggested we make a list of partners and responsible partners the way he has done for Nathan’s programming.
    - Jane suggested that St. Louis County government might have a lot of that information online.
- St. Louis County Budget Allocation: Larry explained where we are with the county budget process, which is due July 28. The county advised us not to ask for more money and stay within last year's budget of $210,996. Travel seems to be the biggest portion of the budget. We can change some of the money around for this.

Approval of Minutes
- Veronica made a motion to approve the minutes from the June 17, 2017 Council changes that Cynthia Jordan was present and seconded by Mary.

Reports
- Treasure’s Report by Larry McGowen
  o The profit and loss report provided a condensed look at expenses paid by the county and income and expenses paid by the council.
  o The PL extra report showed the budget overview vs. actual with the $64,600 approved by the county for 8 ½ months of rent for our building. The council will pay for the remainder of the rent out of the line account 4300. The council budgeted $27,015, but this number will change.
  o Tracey asked clarification that the miscellaneous line was for professional development funds.
  o Toni and Jane made a motion to accept the Treasurer’s report. Tracey seconded. It was a unanimous vote.
- Regional Council Report
  o Asked Cindy goodwill story
o State Fair
o Eclipse

- State Council Report
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  o Master Gardener MOU for state (have more than one signature)
  o Tracey inquired about getting a monthly letter in response to complaints about communication.
  o Linda was laid off.
  o Mizzou was not able to get a loan because of past rumored problems.

Committee Discussions and Reports
- **Event Committee**: Lisa Overholser joined the committee. September 15-17 is the Greentree Festival. We are seeking volunteers.
- The Open House is October 7.
- The Annual Dinner is Friday, March 30 2018.
  o Bill discussed if we had any thought in to the speaker and suggested going to campus, contacting Steve Stenger, or Bert Vescolani with the Science Center.
- Legislative Days will be coming.
  o Toni suggested we go back to 20-minute reviews.
  o Bill said Dr. Stewart wanted 100% contact with legislators.
  o Toni suggested getting in tight with the clerks.
  o Jane asked if we were still reaching out to youth, which we are. Recognition could be a possibility.

- **Finance Committee**: Larry approved the audit engagement letter, but it has to be signed. The proposed fee for the 2016 audit was $5,500. The auditor has done a good job in the past and has been available to go over any questions when completed. We also will receive a management letter. Motion made by Toni to accept and seconded by Veronica. It was a unanimous vote.
- **Personnel Committee** – Dwayne presented answers for questions proposed from Marshall Stewart. Larry stated campus was not interested in any concessions, except maybe the lengths of the MOU. He explained the ramifications of our staff beginning as new employees of campus, as opposed to council employees. He reiterated that the council has the final decision. A closed session will continue for discussion.

Ready for Action
- The Greentree Festival & audit letter is under control. Please read the report Larry has written.

Chair Report
- Larry discussed letters sent to mayors, as well as ways to recruit more people to the council, especially in the South County area.
- Toni asked that Dwayne send a list of mayors with over 10,000 people. She also mentioned that we have legal advisors on campus available to us to help with promotion of our council, etc.
County Program Director Report

- Dwayne discussed needing to increase the council by three. The people in the south area would have to go through the elected process because they are not over 10,000 people.
- He mentioned the produce grown from our garden and ways we have been able to use the vegetables.
- Dwayne mentioned meeting with Council Woman Gray.
- He also discussed the 501 (c) (3) St. Charles County foundation that the St. Charles office has. He spoke with Emily, the St. Charles County CPD about the possibility of our office using the Foundation as a fiscal agent for grant opportunities that require a 501(c) (3). She had to confer with the Foundation Board to make sure. She thinks if they are okay with it, then they will charge 3-5%. Emily should be coming to the September meeting to discuss this.

Discussion Items

- Business Plan Update
  - Dave asked if we have document tracking to respond to the Business Plan creation. He asked about saving paper with all the paper documents printed for council meetings.
  - He mentioned having the mid-year report accessible to distribute as needed.
  - Bill said he believed the printed material still has value.

Closed Session

- Tracey made a motion and seconded by Jane to go into Closed Session to discuss Personnel Matters.

Adjourn

- Lisa made a motion to adjourn and seconded by Toni. Motion passes. Meeting adjourned at 8:18 PM