Call to Order
- Dave Kreuter, MU Extension Council Chair called the meeting to order at 6:30 p.m.

Roll Call
- Veronica Morrow-Reel, MU Extension Secretary called the roll.
- Present at the meeting were: Bill Ruppert, Dave Kreuter, Jane Kerlagon, Ken Truemper, Lisa Thompson, Lynn Squires, Rob Rambaud, Sylvester Bolden, Tim Schmalz, Tracey Howe-Koch and Veronica Morrow-Reel.
- Not present were: Cheryl Jordan, Cynthia Jordan, Eugene Franks, Mary Oswald, and Wicky Sleight.
- There was also a visitor, Nancy McCain who is interested in learning more about The Extension Council.
- Also present were CPD, Dwayne James and Bookkeeper, Melinda Farrar.

Additions to Agenda
Dave Kreuter asked if there were any additions to the agenda and there were none.

Consent Agenda
The consent agenda consisted of the Minutes of July 19, 2018, Treasurer Report and County Program Director Memo. Dave Kreuter asked if there were any questions regarding the items on the consent agenda. There were none. A motion was requested to accept the consent agenda.

Ready for Action
Dwayne T. James mentioned that a Memorandum of Understanding was being presented by Lutheran Inner-City Network Coalition Northeast Inc. to the St. Louis County Extension Council. (LINC) This is an agreement to pay $2,990.00 for Specialist Clair Wolfe can teach the LINC staff on the Neighborhood Leadership Academy. They are covering all expenses of the training. A motion was requested by Dave Kreuter for acceptance of the MOU. Ken Truemper made the motion to accept the MOU and it was second by Rob Rambaud. All were in favor, no opposes.

Committee Reports-Dave Kreuter then called for committee reports.
- Events:
  - In Mary Oswald’s absence Dwayne T. James mentioned the following events. October 13, 2018 is the Regional Council’s meeting. Dwayne is inviting all Council members to attend this event which will be held here at the MU Extension Council office.
  - Our Open House will be November 8, 2018 from 2:00p.m. until 6:00p.m., and we are encouraged to invite people, elected officials will be invited.
  - The Greentree Festival was brought up but at a previous meeting we agreed that we would not do the Greentree Festival.
• Finance Committee:
Veronica Morrow-Reel stated the only item for discussion tonight is to get the Council's position on the three items brought forward for the purpose of making a decision if the Council would continue covering the cost or if individual members would cover the cost of apparel, refreshments for the meetings and the annual dinner. Tim Schmalz mentioned that Eugene Franks felt we should be allowed shirts. After some discussion Dave Kreuter requested a motion be made regarding the Annual Dinner, the motion was made by Ken Truemper and second by Tim Schmalz. A vote was taken and resulted in was 2 no and 8 yes. However after we began discussion as to refreshments and apparel, it became apparent there some members were second guessing their position on the Annual Dinner.

Dave Kreuter requested a motion be made to rescind the previous vote, so Ken Truemper motioned to rescind the motion and Tim Schmalz second. It was decided to move on from this discussion. Lynn Squires asked if members were able to pay for their own items if they chose to do so and Dwayne James stated they were. There was no additional discussion on this topic and no final decision was reached.

Dave Kreuter then mentioned the fact that the reason we are trying to find savings is the rent for the space we occupy is extremely high, it is a major cost for us. Dave would like us to begin considering and looking for another space. Ken Truemper who was on the board when the decision was made to take this space gave a brief history of why we chose to select this spot. He stated at the time they were trying to make the decision that his spaced was the best fit for what was needed. It was actually owned by the Walker Family Foundation. Dwayne stated that we are in the 2nd year of a 7 year lease and that the rent will increase by $200.00 in year #3. Dwayne also shared that we will have two vacant offices as a result of staff transition to other departments and locations.

There was discussion about the new facility that the city of Kirkwood was building close to this office and speculation that they may wish to secure this space when the facility is built in approximately a year or two from how. Jane Kerlagon mentioned the new facility was going to have meeting rooms that individuals could lease for events and that she thought that might be competition for us and our ability to rent this facility to others for meetings.

Dwayne James stated the Marketing department was in the process of reviewing the zip codes of our clientele to see where we are being the most effective with our services and perhaps that will help with the location we select. Bill Ruppert made the suggestion that we reestablish a Facilities Committee and the members of the Council are in favor of that idea. Dave Kreuter said he was happy that the majority of the Council was in favor of looking for another location.

• Marketing
Sylvester Bolden asked the Council members who tried to share information about Extension with outsiders and several member raised their hands.

Dwayne James stated that Dennis Gagnon was working at the campus level on ideas of branding and creating online systems to help with marketing. He stated Dennis could come and help us possibly with marketing with PSA on radio, video productions and that he had no problem asking him to come to us once they see how this is doing on the campus level. Dwayne stated he would consider asking Dennis Gagnon to present to the full council on the new updates from campus once they are ready.

Bill Ruppert, Amy Armstrong and Dwayne James met with Janis Murray, who is an expert in marketing and she provided them with some incite as to how to prepare their message. An example is in the Council packet on an orange sheet of paper.

• Personnel - Dave Kreuter-evaluation for the Ops team are set for next week. Also the personnel manuals need to be updated. Dwayne said that they do self-evaluations and also peer evaluations.
Chair Report
Dave Kreuter mentioned the two individuals the staff felt were good for us to use for the Presidential Engagement Fellows Speaker. However there was some discussion, about who would be able to be impacted by the persons selected. It was decided that we will vote on 2 candidates from the Presidential Engagement Fellows next meeting. Dave said his main goal was make our selection and get the application approved and we can work out details once this is done.

Discussion Items
Dwayne James mention that work was being done on the Opioid program(s) on two different ideas. Dwayne was appointed by Hazel Erby to work on one side and Doug is developing a two day conference at UMSL in October working with unions and businesses to discuss making changes to their HR policies. Business owners and HR managers will be on the first day and then the information taken from that will be shared with Policy makers on the second day.

Announcements / New Business / Other
- Bill Ruppert asked what the status was on the Horticulturist positions applications. Dwayne said the deadline for submission of applications closes next week and that they have a good assortment of applicants. Bill mentioned that he is working with Holly Records, about her and the Master Gardeners attending the MoGIA Field Day on September 19. Bill Ruppert was so impressed with the marketing information shared with them by Janis Murray that he has agreed to pay for us utilizing her and wrote a check to cover that cost.
- Sylvester Bolden announced that Maureen at the MIZZOU store wants us to come and visit the store and we can get a discount.

Adjourn
With no further business for the good of the Council Dave Kreuter called for a motion to adjourn the meeting. Rob Rambaud made the motion and Tracy Howe-Koch second. The meeting was adjourned at 8:37.

Calendar of Events
- Next Executive Board Meeting- September 13, 2018 at 7:00 p.m.
- Next Business Meeting – September 20, 2018 at 6:30 PM
- Regional Council Meeting – Saturday, October 13, 2018 (Meet & Greet / Training)

Outreach Events
- Thursday, November 8, 2018 - Open House Social