

**Extension Education, Arts and Culture Committee
Minutes of the Regular Meeting
September 1, 2021**

Members present: B. Hazard, R. Klitzke, R. Nelson, B. Stehling, V. McAuliffe, A. Anderson

Members absent:

Extension staff: J. Hoffman, A. Coorough, J. Gurgel

Others present: Donna Stehling

Call to Order

The meeting was called to order by Chair Hazard at 10:11AM at White Mound County Park, Hillpoint.

Certification of Open Meeting Notice

Requirements of the Open Meeting Law met.

Motion to deviate from the order of the agenda if necessary

No action.

Adopt Agenda

Motion made by Klitzke, second by Nelson to adopt the agenda. Motion carried. All in favor.

Adopt Minutes of Previous Meeting

Motion made by Stehling, second by Nelson to **approve** the Regular Meeting of August 4, 2021. Motion carried. All in favor.

Public Comment: None.

Communications: None.

EXTENSION

Review Extension Financial Reports and Approval of Extension Vouchers

Extension: Extension budget and invoices reviewed. Part-time wages explained. Motion made by Nelson, second by Hazard to **approve** the Extension (\$2,066.29) and Arts (\$1,000) invoices for the total amount of \$3,066.29. Motion carried. All in favor.

Area Extension Director Divisional updates:

- a. Office updates: Preliminary Extension budget reviewed by Administrator; Denise Patterson was hired to fill vacant Administrative position and will start on September 20, 2021.
- b. State Extension Impact report shared with committee which details state events.

Discussion, possible action on a grant opportunity for Amanda Coorough

Amanda explained her role as an Extension educator and her involvement in the Farmer Angel Network Coalition. A grant opportunity has become available that would involve her in assisting Extension with developing behavior health skill resources specific to rural areas that would apply to farm, farm families, and agribusiness. Being involved will require balancing her workload to complete the other commitments for the Sauk office. This is a timed-out grant commitment of one year. Motion made by Hazard, second by Nelson to **approve** Amanda Coorough to participate in this one-year grant opportunity. Motion carried. All in favor.

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ARTS & CULTURE

Arts & Culture Financial Reports

Budget reviewed; approximately \$8,000 remaining for Good Idea Grant funding.

Discussion and possible approval of Good Idea Grant applications

- a. Baraboo Kiwanis Club – Baraboo Riverfest: Motion made by Hazard, second by Nelson to **approve** the good idea grant in the amount of \$1,000. Motion carried. All in favor.
- b. Amy Chamberlain – The Prairie Enthusiasts, Moely Prairie: Motion made by Hazard, second by McAuliffe to **approve** the good idea grant in the amount of \$232 only. Motion carried. All in favor.
- c. Hartmut Ringel – Old Harrisburg Church: Motion made by Hazard, second by McAuliffe to approve the good idea grant in the amount of \$1,000. **Motion failed.** Aye: 0, Nay: 5 (Nelson, Hazard, McAuliffe, Klitzke, Stehling).

Discussion, possible action on review and updates to the Good Idea Grant guidelines and policy

Good Idea grant guidelines were reviewed in detail. Changes/edits were made to the grant guidelines and application with the intent to improve the application process and make it more user friendly and clear.

- Good Idea grant amounts for 2022 will be discussed at the November committee meeting.
- All correspondence should be written from Extension Education, Arts & Culture Committee
- Gurgel will look into setting up a NEW email for all future grant related questions and applications
AHHPgrants@saukcountywi.gov

Note the following changes to the Good Idea grant guidelines:

- Add: Agencies receiving an Arts, Humanity and Historic Preservation (AHHP) grant **will not** be eligible for a Good Idea Grant in the same calendar year.
- Add: Good Idea grant applications will be judged on the following criteria:
 - Creativity
 - Public reach / audience size
 - Community engagement
 - Detailed and achievable budget
 - Partnerships
 - Letters of support
- Delete: To support technical improvements to build an applicant’s visibility and effectiveness
- Edit to read: Grants may not be used for capital expenditures
- Edit to read: Will the project advance the artistic or cultural growth of the applicant and/or the audience?

Note the following changes to the Good Idea grant application:

- Add: List any sponsors or partners to the application
- Remove: “Total” from all budget Income & Expense lines and change heading to Budget Income and Budget Expense
- Remove: “Not to exceed \$1,000” from Budget Income -Amount of Good Idea Grant line

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Discussion, possible action on review and updates to the AHHP application

Reviewed the Arts, Humanities & Historic Preservation (AHHP) grant guidelines in detail. Changes/edits were made to the AHHP grant guidelines and application with the intent to improve the application process and make it more user friendly.

- Dates of 2022 AHHP grant deadlines will be determined and reported to committee by November meeting.
- All correspondence should be written from Extension Education, Arts & Culture Committee
- Gurgel will look into setting up a NEW email for all future grant related questions and applications AHHPgrants@saukcountywi.gov

Note the following changes to the AHHP grant application:

- Add: Page numbers
- Edit to read: Arts, Humanities and Historic Preservation grants cannot be matched with other Wisconsin Arts Board grant funds. Applications will be excluded from consideration if the project receives any other Sauk County funding in the same calendar year.
- Add: Agencies receiving an AHHP grant will not be eligible for a Good Idea grant in the same calendar year.
- Edit to read: Grants may not be used for: Operating expenses to include payroll
- Delete: Hired employees
- Delete: Development of school curriculum or teacher training
- Edit to read: General website maintenance
- Edit to read under Project Information: Has a Sauk County AHHP grant previously funded this project?
- Indent: If yes, what years have you received the grant? AND If yes, 25% of the matching funds must be project income or cash income.

Gurgel will make changes to both the Good Idea and AHHP grant applications and send draft of changes to the committee for review.

Next Meeting Date: Regular Meeting; **Wednesday, October 6, 2021.**

Future Agenda Item(s): Good Idea grant amount – November

Adjournment: Motion made by Klitzke, second by McAuliffe to **adjourn** the meeting. Motion carried. All in favor.

Respectfully Submitted,

Rob Nelson, Extension Education, Arts & Culture Committee Secretary
Judy Gurgel, Recording Secretary