

**UW Extension, Arts and Culture Committee
Minutes of the Regular Meeting
August 4, 2011**

Members present: Judy Ashford, Don Nobs, Lester Wiese, Donna Stehling

Guests Present: Marty Krueger, Al Anderson,

UWEX Staff Present: Jenny Erickson, Lori Baumgart, Sue Nagelkerk, Lynn Zick

Call to Order

The meeting was called to order at 9:00 AM by Chair Ashford.

Certification of Open Meeting Notice

Requirements of the Open Meeting Law were met.

Approval of Agenda

Motion made by Nobs, second by Wiese to approve the agenda. Motion carried.

Approval of Minutes of Last Meeting

Motion made by Wiese, second by Stehling to approve the minutes of the regular meeting of June 23, 2011. Motion carried.

Public Comment

None

Communications

Communication from Matt Hanson, Interim UW Extension Southern District Director regarding the October WACEC meeting; thank you's read to committee from grant recipients; e-mail read from Karen Goeschko regarding future funding of Wisconsin Arts Board Regranting grants and her acknowledgement of the National Endowment of the Arts grant given to Wormfarm Institute.

Review Budget and Approval of Vouchers

UW Extension: Erickson stated the budget is on track for 2011. A motion was made by Stehling, second by Wiese to **approve** the vouchers for the month of June in the amount of \$2,230.43. Motion carried.

Arts & Culture: Erickson reviewed budget. A motion was made by Nobs, second by Stehling to **approve** the vouchers for the month of June in the amount of \$7,885.40. Motion carried.

ACTION ITEM: Approve the Mission, Vision, Goals & Performance Measurements Form for the

2012 Budget Process: This form replaces Form 1 from prior years' budgets; Jenny Erickson stated that the agents put in what they know they are going to be doing next year, but there is room for change based on the needs of the county.

There was a side discussion regarding the open agents' positions and how it might affect the Goals and Performance Measurements when new personnel take the positions. Marty Krueger stated he would like to see the goals broken out by program area (Ag, CNRED, FLE & 4-H); this will be done before the form is submitted with the budget. Marty also stated that since Jenny Erickson will be working with the Trails Committee, he would like to see that involvement identified either under Tourism or Community Development on this form. Jenny will make sure that this is added.

Motion by Stehling, second by Wiese to **approve** the Mission, Vision, Goals and Performance Measurement Form with the above stated changes. Motion carried.

ACTION ITEM: Approve 2012 Line Item Request Budget Form for UW Extension Office: Jenny Erickson walked through the budget line item request form and highlighted the changes for the committee, especially in the Part-Time Labor, No Benefits line where the Relief worker line item was removed and that time added into PTNB as well as increasing Phyllis Both's hours paid per week from 11 to 16; and the Contracts line item where Jenny used the top rate for the Ag Agent and the 4-H Agent positions to cover the possibility that new hires might come in with years of experience and not start at the base rate. Motion by Nobs, second by Stehling to **approve** the 2012 Line Item Request Budget Form for the UW Extension Office with no changes. Motion carried.

ACTION ITEM: Approve 2012 Line Item Request Budget Form for Arts & Culture Committee: Judy Ashford explained how the budget lines were pared down a few years ago and that no changes were made to the line items for the upcoming budget year. Motion by Wiese, second by Nobs to **approve** the 2012 Line Item Request Budget Form for the Arts & Culture Committee with no changes. Motion carried.

ACTION ITEM: Permission for UW Extension Staff Retreat on September 21, 2011: Sue explained the reasoning behind the request to have a staff retreat for the purpose of team building with office staff. Motion by Wiese, second by Stehling to **approve** permission for the UW Extension Staff Retreat on September 21, 2011. Motion carried.

ACTION ITEM: Permission for Susan Nagelkerk to attend the National Outreach Scholarship Conference at the Kellogg Hotel and Conference center, Michigan State University, East Lansing, MI on October 2 – 4, 2011: Sue Nagelkerk has been asked to attend the National Outreach Scholarship Conference to present the Summer Lunch Bunch Program. Sue and Lori Baumgart explained the Summer Lunch Bunch program to the committee and discussion ensued. Motion by Stehling, second by Wiese to **approve** Sue Nagelkerk's out-of-state travel and to pay for her expense above and beyond the registration fee which is being paid by UW-Cooperative Extension in Madison. Motion carried.

ACTION ITEM: Consideration for a county matching grant for the Wormfarm Institute for the National Endowment for the Arts (NEA) Grant for Fermentation Fest 2011: Judy Ashford notified the committee that the amount that the committee can authorize without full County Board approval is \$9,999, even though the amount carried forward from 2010 was in the amount of \$10,237. Motion by Wiese, second by Stehling to **approve** a county matching grant for the Wormfarm Institute for the NEA grant for Fermentation Fest. Discussion ensued.

The vote was called for with the vote being three in favor, one against, one absent. Motion carried by majority vote. The committee would like Donna Neuwirth to give incremental reports to the committee as to how the money was spent.

Updates/Reports

UW Extension: WCA Conference, Welcome booth planning – additional details of conference planning and set up were discussed. Zick will continue to coordinate with committee. Marty Krueger will continue to sign up supervisors to sit at the Welcome Table during the conference.

Arts & Culture: None.

Agents Monthly Reports

Sue Nagelkerk, Family Living Educator - Nagelkerk reported on and showed pictures from the Cow-onomics program done in Spring Green in conjunction with UW Baraboo/Sauk County Continuing Education. She also reported on the Master Food Preserver Training that recently took place at Wisconsin Dells High School with Dr. Barbara Ingham.

Danielle Schroth, Summer 4-H Intern: Schroth put together a YouTube video which was presented to the committee on the events and activities of the Sauk County 4-H program from this summer. She also showed pictures and talked about the Discover Wisconsin Trip that ten 4-H youth participated in to Door County, WI, and just returned last evening.

Judy Gurgel, Administrative Support Specialist: Gurgel talked about the success of the Sauk County Fair from earlier in July.

Consideration of Applications for Good Idea Grants

1. **Weston School District** – Requested \$500 for “Sunday Series” presentation on the Cazenovia and Southern Railroad. A motion was made by Wiese, second by Nobs to **approve** the Good Idea Grant for \$500 to Lisa Arneson, Weston School District for the Sunday Series program. Motion carried.
2. **Diane Wipperfurth** – Requested \$450 to fund three (3) videos for the Living Histories project to be given to the Sauk Prairie Historical Society. A motion was made by Nobs, second by Stehling to **approve** the Good Idea Grant for \$450 to Diane Wipperfurth. Motion carried.

Upcoming Meeting – August 25, 2011 at 9:00 AM – ETN Room 3rd Floor – West Sq. Blding

Future Agenda Items

- WCA Conference planning
- ACTION ITEM: WACEC District 2 Meeting on October 6th in Lancaster (Grant County).

Adjournment

A motion was made by Stehling, second by Wiese to adjourn the meeting. Motion carried. Meeting adjourned at 11:10 AM.

Respectfully Submitted,

Donna Stehling, UW Arts and Culture Committee Secretary
Lynn Zick, Recording Secretary