

**UW Extension, Arts and Culture Committee  
Minutes of the Regular Meeting  
November 13 2013**

**Members present:** Judy Ashford, Wally Czuprynko, Mark "Smooth" Detter, John Dietz, Donna Stehling

**Members absent:** None

**Guests Present:** Al Anderson, Marty Krueger

**UWEX Staff Present:** Sue Nagelkerk, Katie Pfeiffer

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**Call to Order**

The meeting was called to order at 9:06AM by Chair Ashford.

**Certification of Open Meeting Notice**

Requirements of the Open Meeting Law were met.

**Approval of Agenda**

Motion made by Dietz, second by Stehling to **approve** the amended agenda. Motion carried.

**Approval of Minutes of Last Meeting**

Motion made by Czuprynko, second by Stehling to **approve** the minutes of the regular meeting of October 9, 2013. Motion carried.

**Public Comment:**

None

**Communications:**

- Judy Ashford participated in the mandatory audio conference with the Wisconsin Arts Board. There were interesting methods that other WAB Regranting programs use to administer their programs, i.e. interviews of the grant applicants during the panel discussions, orientation meeting for all applicants, and programs that are totally computerized.
- Marty Krueger discussed his attendance along with Sue Nagelkerk and Cindy Bodendein (Sauk County Public Health) at the *Roadmaps to Health* Conference in Madison. He mentioned that Sauk County is sorely lacking in health components and that he wants to push for an aggressive wellness initiative for Sauk County employees.
- Marty also wanted to briefly discuss the budget amendment that passed the County Board on Tuesday, November 12, 2013, regarding the Wormfarm Institute's request for \$40,000 from Sauk County to match the National Endowment of the Arts Matching Grant. He stressed that he feels that it will be a good move forward when the Chambers of Commerce from all communities in Sauk County come to the table for a countywide marketing initiative.

**Review 2013 Budget and Approval of Vouchers**

**UW Extension:** Motion was made by Stehling, second by Detter to **approve** the vouchers for the month of October in the amount of \$3,030.84. Motion carried.

**Arts & Culture:** No vouchers submitted

There are no vouchers or budget updates that are out of the ordinary.

## **UW Extension, Arts & Culture Updates/Reports**

**Report to Committee on 4-H Agent Hiring:** An offer was made and accepted to Meg Sage to fill the position of Sauk County 4-H Agent. She will be starting in the office on Monday, December 2<sup>nd</sup>. Sue Nagelkerk reported that Meg is “on target” and ready to start.

**WNEP Coordinator Position Hiring Process Report:** Sue Nagelkerk gave an overview of the process for hiring a full-time WNEP Coordinator for Sauk County. At this time, due to the Farm Bill not being finalized in Washington, D.C., there is funding for WNEP positions through the end of March 2014; the interviewees were given this information at their preliminary interviews.

Preliminary interviews were completed on Friday, November 8<sup>th</sup>, and final interviews will be conducted in Sauk County on Tuesday, November 26<sup>th</sup>. Committee members are invited to attend, but unlike the committee’s involvement in the hiring of program area agents and educators, there will be no official voting during these interviews; participation would be input only. Each of the three candidates being invited will be doing an eight minute presentation on “My Plate.”

**Jenny Erickson taking on Interim Position with UWEX Local Government Center:** As Jenny had mentioned in her e-mail to committee members, she has been hired to a part-time interim position with the Local Government Center in Madison for what she believes will be one day per week. She hopes that after she becomes acquainted with what her duties will be with LGC that she will be able to maintain a presence in the UWEX office while working on her duties with them. Lisa Wenzel has indicated that she is willing to pick up some of Jenny’s CNRED duties and put in one extra day in the Sauk UWEX office.

**Sue Nagelkerk Surgery:** Sue will be having bunion surgery done on Tuesday, December 3<sup>rd</sup> and is planning to be out of the office for the entire month of December.

## **Agents Monthly Reports**

### **Katie Pfeiffer, Agriculture Agent**

Katie gave a report on her work the last two months on:

- The *Value of Agriculture* brochure
- The *Snapshot of Ag* in Sauk County
- Ag Plastics Recycling program
- The results of her Cow-Calf Training workshops
- Her work with the Sauk County Sheriff’s Department Animal Well-Being Officer
- Her upcoming involvement with the 4-H Horse Health Management program
- She has finished her involvement with the Farmland Preservation Committee
- She has been asked to sit on the Sauk County Fair Livestock Superintendent Selection Committee
- Her involvement with the Spring Green area high nitrates in drinking water discussions

## **Consideration of Applications for Good Idea Grants:**

None

**Discussion of Parameters for Reprotng and Dinancial Reports for Outside Agencies that Receive Money Annually through the UW Extension, Arts & Culture Committee:** Sue Nagelkerk has taken this responsibility on and she is still in fact-finding mode. The committee made the

statement that they would like to receive financial reports more frequently than once per year at budget time when appropriation money is being requested.

**Discussion and Possible Action of AHHP Guidelines:** There were typographical errors that were caught and corrected in the text of the first page along with the updated submission date of February 24, 2014. Discussion ensued regarding the paragraph covering what the grants may not be used for. The final decision was made to remove the wording “building supplies” and to add the words “every day” to operating expenses to make it more clear that grant funds should not be requested for items that should be covered under an organization’s operational budget.

**Discussion and Possible Action on AHHP Grant Checklist:** Lynn Zick presented the checklist that she designed that covers every step that a grant application needs to go through upon its being received in the UW Extension Office in the event that she is out of the office for an unforeseeable extended absence. No action deemed necessary.

**Discussion and Possible Action of Good Idea Grant Guidelines:** This item will be discussed in detail and possible action taken at the December 11, 2013, meeting.

**Discussion and Possible Action on Good Idea Grant Checklist:** Lynn Zick presented an abbreviated version of the above mentioned AHHP Grant Checklist that was tailored for the Good Idea Grant process. No action deemed necessary.

**Upcoming Meeting:** Wednesday, **DECEMBER 11, 2013 @ 9:00AM – UWEX Conference Room – 3<sup>rd</sup>** Floor of West Square Building.

#### **Future Agenda Items**

- Discussion of how 4-H structure works
- Outside agencies financial reporting update
- Discussion and possible action on Good Idea Grant Guidelines
- Presentation of 2013 Good Idea Grant Final Reports

#### **Adjournment**

Motion was made by Detter, second by Czuprynko to adjourn the meeting. Motion carried.  
Meeting adjourned at 11:32 AM.

Respectfully Submitted,

Wally Czuprynko, UW Arts and Culture Committee Secretary  
Lynn Zick, Recording Secretary

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