

MINUTES OF THE MEETING

COMMITTEE: Agriculture & Extension Education
DATE OF MEETING: July 2, 2015, Wolf River Room, Resource Center
MEMBERS PRESENT: Holly Matucheski, Pete Pennington, Joe Novak, Arlene Bonacci
MEMBERS ABSENT: None
OTHERS PRESENT: Kari Lazars, Krista Otto, Tom Schmitz

Matucheski called the meeting to order at 12:02 p.m. The Pledge of Allegiance was recited.

Approve Minutes and Agenda:

Pennington made a motion to approve the minutes of the last meeting. Bonacci seconded the motion. All ayes. Motion carried.

Move Into Closed Session to Discuss the Agriculture Agent and Office Assistant Positions:

Pennington made a motion to move into closed session at 12:05 p.m. Novak seconded the motion. Roll call vote was taken with all ayes. Motion carried.

Return to Open Session:

Pennington made a motion to return to open session at 12:45 p.m. Novak seconded the motion. All ayes. Motion carried. Pennington made a motion to refill the position of Agriculture Agent at 100% time. Novak seconded the motion. All ayes. Motion carried. Pennington made a motion to refill the position of Office Assistant at 100% time. Bonacci seconded the motion. All ayes. Motion carried.

Casual UWEX Support Staff Position During Fair:

Kari Lazars is requesting to hire a casual employee to provide additional support during the fair. This position would be for three weeks, 35 hours per week, at \$15.00/hour. Cost for a casual employee for 2015 in the Extension Office will be salary of \$1,575, fringe benefits of \$120.00 for a total of \$1,695. These funds will come from the Extension budget. Bonacci made a motion to approve hiring a casual position for office support during the fair. Pennington seconded the motion. All ayes. Motion carried.

Credit Card Limit Increase for Kari Lazars

Lazars explained that the Office Coordinator position had a higher credit card limit for office purchases. Since that position is vacant, Lazars is requesting an increase to her limit to \$1000 to accommodate larger purchases. Pennington made a motion to increase the credit card limit to \$1000 for Lazars. Novak seconded the motion. All ayes. Motion carried.

WNEP Coordinator Update:

Preliminary interviews will be held on July 8. Final candidates selected will be interviewed on July 20 at the Langlade County UW-Extension office. Pete Pennington will represent the Langlade County Agriculture & Extension Committee at the final interviews. This position is shared between Langlade and Oneida Counties.

VISTA Position Update:

Lazars reported that Samantha Masterton has been hired as the VISTA worker through our office. This position is paid through UW-Extension (not with county funding), and additional

expenses will be shared with the Antigo Area Community Food Pantry. She will start on August 17. She will have an office space in the UWEX and the food pantry.

Next Meeting:

Next meeting is scheduled for Tuesday, August 11 at 9:00 a.m.

Adjourn:

Bonacci made a motion to adjourn the meeting at 1:05 p.m. Pennington seconded the motion. All ayes. Motion carried.

Submitted by,

Kari Lazars