**University of Illinois Extension Council**

**Minutes: August 28, 2023**

The regular meeting of the Henderson, Knox, McDonough, and Warren Counties Extension Council was held at the Warren County Extension Office on August 28, 2023 at 6:05 p.m. Attendees attended both in person and via the virtual option due to ongoing COVID protocol.

In attendance were council members: Sabrina Wilson, Danielle DeFenbaugh, Andrew Jowers, Gina Sanberg, Kim Brannon, Shelby Henning, Cuqui Frau, Mary Mowen, Hayden Beard, Ross Vancil, Flo Frau Richard Musser, Kailey Foster, George Mangalaraj, Sabrina Wilson and Mike McGinnity

Extension Staff: Carrie McKillip, Shelby Carlson, Lisa Torrance, Tessa Hobbs-Curly, and Janice McCoy

The Extension Council Business meeting was called to order at 6:05 p.m. by Lisa Torrance.

There was no public comment.

Officer slate of Kailey Foster as Chair, Danielle Defenbaugh as Vice Chair, Cassie Kingsford as Secretary and Shelby Henning as Financial Chair. Motion was made by Hayden Beard and seconded by George. Motion passed.

Meeting minutes from the May Council meetings were reviewed. Hayden Beard made a motion to approve the minutes as presented and Sabrina Wilson seconded the motion. Motion passed.

Fiscal Reports through August 2023 were presented to the board. Danielle Defenbaugh made a motion to approve the fiscal reports and Hayden Beard seconded the motion. Motion passed.

Lisa Torrance shared staffing updates with the Council including extra help over the summer and wrapping up interviews for the open positions.

Staffing reports were shared verbally as well as through the “5 Things” document and a programming calendar was also shared.

Old Business:

Extension offices will be closed May 29, June 19 and July 4th for holidays.

Next Council Meeting will be November 27, 2023

New Business:

Janice McCoy discussed the place for council members in our communities.

Holiday schedule

Shelby Henning made a motion to move our 4 In and Out Accounts to 1 account at Clocktower Bank in Macomb.

George made a motion to approve signature cards for Henderson, Warren, Knox, McDonough Counties and Sabrina seconded. Motion approved.

Hayden Beard made a motion to approve signature cards for the new In and Out Account at Clocktower Bank in Macomb. Motion was seconded by George. Motion passed.

Next Council Meetings November 27, 2023 January 29, 2024 March 25, 2024 May 20, 2024

A motion to adjourn the meeting was made by Hayden Beard and seconded by Shelby Henning. Motion passed. The meeting was adjourned at 7:15 p.m.

\*Those interested in speaking to the Extension Council under Public Comments must contact Lisa Torrance 24 hours prior to the meeting for details regarding their presentation.