

Governing Committee Meeting

1-3-2014

Present: Dennis Calvin, Jane Schuchardt, Keith Smith, Jimmy Henning Terry Meisenbach, Kyle Kostelecky, Michelle Giddens, Sarah Baughman, Craig Wood, Dan Cotton

Absent: Ron Brown, Ed Butner, Fred Schulte, Greg Crosby, Mary Jane Willis

Roll Call – Ed Butner will replace Mark Latimore on the Governing Committee as a representative from the 1890's.

Approval of December 5th minutes – Minutes were not available, they will be reviewed at the next regular meeting.

Review of agenda/call for additional items – No items were added.

Progress on eXtension Transition – Dennis – The University of Kentucky did receive the oversight plan which was reviewed and approved by the Comptroller at University of Kentucky. This business will be done during the Foundation Meeting.

Interim Director offer status – The job description and offer is still being finalized. This will be retroactive to January 1, 2014 and run for 12 months. Once the acceptance letter is signed, an email will be sent to eXtension staff announcing the selection.

Update on RFPs for the Strategic Planning Process – Keith – The two companies that submitted proposals to the RFA were Socient and Associates and Cascade Center. The proposals were sent out to the Governing Committee for review and comments. Not all members of the Governing Committee responded to the proposals. Those that did reply were mixed on the best selection. Discussion was held and it was decided that Keith would set up a time to meet with the rest of the Governing Committee to discuss the consultant for the Strategic Planning meeting. It was suggested that a phone interview be done with each of the companies prior to a final selection. Once an interim is announced, Keith would like to meet with the facilitator for the strategic planning, the consulting company and new eXtension interim director to move the plan forward.

2:35 PM Final update on eXtension Assessment payments – Jane – The current list shows \$240,000 in arrears as of December 20, 2013. Since APLU has been closed over the holidays, she has requested an update from APLU. Jane made a motion to approve to write off the open items from the accounts receivable for 2013. Keith Smith seconded the motion. Jimmy asked about the Western Region paying the Micronesia assessments. Jane spoke with Lila Hoaglund, who indicated that the Western Region voted to pay other assessments, but not the eXtension assessments. The motion passed.

2:45 PM Face to Face meeting NEDA/eXtension meeting planning status - Dennis – The March Governing Committee be held following the National eXtension and NEDA Meeting in Sacramento on Thursday, March 27th, beginning at noon with an estimated end time of 4:30 pm. A lunch will be provided. Governing Committee members should make travel plans accordingly.

Action:

Time set up to meet with rest of the Governing Committee to discuss the consultant for the Strategic Planning Motion made to adjourn. Motion Passed.

eXtension Foundation Meeting

1-3-2014

Roll Call – Jimmy Henning, Dennis Calvin, Keith Smith, Jane Schuchardt

Absent: Ron Brown, Mary Jane Willis, Fred Schlutt

Approval of December 5th minutes – No minutes are available. Minutes will be reviewed at the next Foundation Board meeting.

Review of agenda/call for additional items – No additional items were added.

3:15 PM Progress on eXtension Transition –University of Kentucky Comptroller would like a copy of the minutes that show the Foundation Board authorized Craig Wood and Jimmy Henning to be signers.

Motion made by Jane and seconded by Keith Smith to authorize Craig Wood and Jimmy Henning as authorized signers on the bank account which will be set up in Kentucky. The motion passed. Michelle Giddens will work with Lisa Coulter at UKY to set up the transfer of the funds, the accounting software and other items pertaining to the Foundation.

3:30 PM Adjourn Motion made and seconded. Motion passed.

A handwritten signature in black ink, appearing to read "Craig Wood", with a long horizontal flourish extending to the right.

Craig H. Wood
Representative Agent