

**Lincoln County Land Information, Conservation and University Extension Committee**  
**Minutes of Wednesday September 13, 2006**  
**Land Resource Center Meeting Room**  
**1106 E 8<sup>th</sup> St**  
**Merrill, WI 54452**

Members Present: James Alber, Frank Saal, Gail Schneider, Carl Short, Wayne Plant

Visitors: Brenda Janke, Brenda Herrell, Beryl Vandre Emerich, Debbie Moellendorf, Amanda Kostman and Tom Cadwallader

**1. Call to Order**

The meeting was called to order by Chair Jim Alber at 9:33 a.m.

**2. Approval of Minutes from the July 12, 2006 Committee Meeting**

**Motion** by Schnieder, second by Alber to approve minutes from the August 1, 2006 meeting. Motion carried, all ayes.

**3. Public Comment**

None

**UW-Extension**

**4. Review Extension budget monthly report**

Moellendorf reviewed the August revenue and expense report which was included in the committee's packet. Separate reports including revenue and expense – with and without detail – were included in the committee member's packets. Dan Leydet, Finance Director, indicated that at a minimum the committee should be provided with a monthly report of revenue and expenses for the department. Including the detail in the report is fine and provides the committee with specific information about revenue and expenses for the month. Diane has requested that the consistency of monthly budget reports provided to committees be placed on the September Department Head Meeting for discussion.

**5. Discuss/Action on 2007 UW -Extension Department Budget**

Moellendorf began the discussion by indicating that the entire UW-Extension staff looked at all possible areas for reducing the operating budget to stay within the 2% limit. After discussion on different ways of approaching the budget such as 0 based budgeting, the committee was satisfied that the staff went through each line item to see where they could make cuts. There was consensus of the committee that the department has explored all possible cuts including reducing staff time which they are not in favor of as a committee.

**Motion** by Plant, second by Alber to approve 2007 budget adding the \$1,572 back into the salary and wages line item. Motion carried, all ayes.

**6. Discuss/Action on 133 Contract between Lincoln County and Board of Regents of the University of Wisconsin System**

**Motion** by Saal, second by Schneider to approve 133 Contract between Lincoln County and Board of Regents of the University of Wisconsin System for July 1, 2006 through June 30, 2007. Motion carried, all ayes.

**7. Q & A on Agriculture Development Agent Written Report**

Tom Cadwallader's written report was included in the agenda packet for the committee to review and placed on file.

**8. Q & A on Community and Economic Development Educator Written Report**

Art Lersch's written report will be resent to the committee. There were problems with the report missing pages. A complete copy will be placed on file.

**9. Q & A on Family Living Educator Written Report**

Brenda Janke's written report was included in the agenda packet for the committee to review and placed on file.

**10. Q & A on Wisconsin Nutrition Education Written Report**

Brenda Herrell's written report was distributed to the committee and placed on file.

**11. Q & A on 4-H Youth Development Program Advisor Written Report**

Amanda Kostman's written report was included in the agenda packet for the committee to review and placed on file.

**12. Q & A on 4-H Youth Development Agent/Department Head Written Report**

Debbie Moellendorf's written report was included in the agenda packet for the committee to review and placed on file.

a. **Follow-up from August meeting on local Welcome Wagon providing UW-Extension promotional materials to new families.**

Deb has arranged with Sandy Weber at Hometown Welcome for UW-Extension promotional materials to be distributed to new families who move to the community.

b. **Distribute 2006-2007 WACEC Directory**

Deb distributed the 2006-2007 WACEC Directory

**13. Adjournment**

**Motion** by Plant, second by Schneider to adjourn at 11:40 a.m. Motion carried, all ayes.

Carl Short will be excused from the October 3, 2006 meeting.

Minutes prepared by: Debbie Moellendorf and Beryl Vandre Emerich