

Lincoln County Land Information, Conservation and University Extension Committee
Minutes of Wednesday – January 3, 2007
Land Resource Center Meeting Room
1106 E 8th St
Merrill, WI 54452

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

Visitors: Debbie Moellendorf, Beryl Vandre Emerich, Amanda Kostman, Brenda Herrell and Art Lersch.

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 December 5, 2006 Committee Meeting

Motion by Plant, second by Scheider to approve minutes from the December 5, 2006 meeting. Motion carried, all ayes.

3. Public Comment

None

UW-Extension

4. Review Extension budget monthly report

Moellendorf included in the committee mailing a written explanation for line items that appear to be over budget. Moellendorf reviewed the December revenue and expense report which was included in the committee's packet. Moellendorf indicated she plans to present 2006 budget modifications to the committee for action at the February committee meeting.

5. Update on Cooperative Extension Interim Dean and Director Position

Moellendorf updated the committee on the selection of the new Interim Dean and Director. Chancellor David Wilson has selected Rick Klemme as the Interim Dean and Director effective February 1, 2007.

6. Preparations for District 3 Wisconsin Associated County Extension Committees (WACEC) Annual Meeting to be held on Friday, January 5, 2007 at the Elizabeth Inn in Plover

Moellendorf included the final agenda for the January 5, 2007 meeting in this month's packet. The committee people who will be attending the meeting discussed additional arrangements for the meeting.

7. Preparations for 2007 State WACEC Conference to be held March 26-28, 2007 in Madison

Moellendorf also included in the packet the State WACEC registration information. During this year's conference, committee members will have the opportunity to visit with their local legislatures. Schneider requested that Moellendorf again provide a letter for each committee member to utilize as they request donations from local businesses for the WACEC Auction held at this conference.

Motion by Alber, second by Schneider to approve mileage and per diem for committee members who attend the WACEC Conference in Madison. Motion carried, all ayes.

8. Request to fill vacancy of Administrative Secretary Position due to transfer

Due to Pamela Schotz's transfer to the Veteran's office as a Program Assistant, the UW-Extension office has a vacancy in an Administrative Secretary position. Moellendorf is requesting to fill the vacancy in this position.

Motion by Alber, second by Plant to approve the request to fill the vacancy of the Administrative Secretary position. Motion carried, all ayes.

9. Authorization for Possible Use of Temporary Employee

There is a possibility that Beryl Vandre Emerich and Val Nicholson may be taking Family Medical Leave due to health issues in their family during the upcoming months. During this same time, the department has a vacancy in the other Administrative Secretary position. Therefore, the office may be without one or both the remaining support staff for a short period of time. Moellendorf is requesting authorization from the committee to hire a temporary employee if needed during this time period.

Motion by Short, second by Saal to approve the use of a temporary employee, if need arises. Motion carried, all ayes.

10. Q & A on Agriculture Development Agent Written Report

Tom Cadwallader's written report was not included in agenda packet. Tom is currently on vacation in Japan. His December and January written report will be included in the February agenda packet.

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

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

a. **Presentation on Tomahawk and Merrill Training for Retailers: Dealing with Big Boxes**

Art gave an overview of the education training he provided for Tomahawk in dealing with issues associated with "Big Box" stores. He explained how projects he did with the Chamber and Downtown Business Council helped lead to an action plan aimed at dealing with various obstacles retailers in the city now face.

Art will be circulating a similar questionnaire in Merrill with the intention of obtaining data for the Merrill retail community.

Alber suggested that there might be other ways that are not mentioned in Art's presentation that small retail businesses can seek to thrive in a community where a "big box" is located.

Saal and Short commended Art for the educational programming he is providing to retailers. Saal mentioned that he thinks it is important for Extension not to advocate for or against a Wal-mart Supercenter or other "big box" stores coming to Merrill. He stressed that Extension's role should be purely educational. Short discussed how big box stores impacted his retail shop while he was still in business.

12. 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. Brenda will be attending the District WACEC meeting on Friday to give a presentation on "Identity Theft".

13. Q & A on Wisconsin Nutrition Education Written Report

Brenda Herrell's and Karen Thell's written report was included in the agenda packet for the committee to review and placed on file. Brenda highlighted the work she is doing with a bi-lingual person who is contracted by Women, Infants, and Children (WIC) program through Children's Service Society to provide nutrition educational information to Spanish speaking clients. This person has been a great resource.

14. 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. Amanda highlighted the programs she is doing at the "After the Bell" program and work she is doing with members of the Teen Court Steering Committee to seek alternative funding for 2007 since the county will no longer be receiving the Early Intervention Grant that has been supporting this program.

15. 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. Debbie highlighted the work she is doing with the principal at the Prairie River Middle School and a CESA 12 grant writer to develop a 21st Century Grant to support and expand the after school

programs at the middle school. Additions to the program would include adding some before school tutoring and a parenting component through a partnership with the Family Resource Center.

16. Next Meeting Date

Tuesday, February 6, 2007 at 9:30 a.m.

17. Adjournment

Motion by Plant, second by Scheider to adjourn the meeting. Motion carried, all ayes

Minutes prepared by: Debbie Moellendorf and Beryl Vandre Emerich