



Green Lake County Extension Office  
492 Hill St.-Courthouse  
PO Box 3188  
Green Lake, WI 54941  
920-294-4032 / FAX: 920-294-4176

Cooperative Extension

December 3, 2007

**COMMITTEE MEETING  
GREEN LAKE COUNTY  
AGRICULTURE, EXTENSION EDUCATION & FAIR**

**DATE: Tuesday, December 11, 2007**  
**TIME: 8:30 AM**  
**PLACE: Courthouse, Demonstration Room, Green Lake, WI**

**A G E N D A**

1. Call to Order/Roll Call/Pledge of Allegiance
2. Certification of Open Meeting Notice
3. Approval of Agenda
4. Approval of the November 13, 2007 Minutes
5. County Library Services Report – No Report This Month
6. Public Appearances and/or Comments – 3 Minutes Maximum
7. Correspondence
8. **Agriculture, Extension Education**
  - a. Educator Reports
    1. Carla Hargrave - Q & A of Submitted Monthly Report
    2. Molly Spaulding – Q & A of Submitted Monthly Report
    3. Jeff Hoffman – Q & A of Submitted Monthly Report
      - a. Official Acceptance of Resignation as Green Lake County Community Resource Development Educator
    4. Dean Slark – Q & A of Submitted Monthly Report
    5. Michelle Tidemann – WNEP Coordinator Report and Presentation on 2007 Activities
  - b. 2008 WACEC District 3 Annual Meeting (January 4, 2007) - Approval, Attendance and Per Diem
  - c. WACEC Planning Meeting (Stevens Point, December 21, 2007) – Approval, Attendance and Per Diem
  - d. Discussion and Vote on Department Head Structure for 2008
  - e. Discussion of Extension Department Structure, Duties and Responsibilities

## **B R E A K**

9. **Fair**
  - a. Fair Committee Discussion
    1. CIP Brochure, Letter & Insert - Approval
    2. CIP Mailing List – Corrections
    3. State Premium Reimbursement
    4. 2007 Fair Inventory
    5. Fair Convention Raffle Basket – Contribution Approval
10. Committee Discussion – Report of Last Month’s Committee Meeting – Including Q & A.
  - a. Property & Insurance Committee
  - b. Personnel Committee
  - c. Finance Committee
11. Vouchers
  - a. Agriculture, Extension Education Vouchers
  - b. Fair Vouchers
12. Next Regular Meeting Date: January 8, 2007
13. Adjournment

Kindly arrange to be present; if unable to attend, please notify this office.

Sincerely,

Jeff Hoffman  
Green Lake Co. UWEX CRD Educator/Department Head

REFRESHMENTS: A. Kavanaugh