



# ***GREEN LAKE COUNTY***

*571 County Road A, Green Lake, WI 54941*

---

**December 1, 2015**

**The following documents are included in the packet for the  
Ag/Extension & Fair Committee Meeting on Tuesday,  
December 8, 2015:**

- 1) Agenda
- 2) Draft minutes from the November 10, 2015 meeting
- 3) County Library Reports
- 4) Educator Reports for: Jay Dampier (Community Resource & Economic Development), John de Montmollin (4-H Youth Development), Katie Gellings (Family Living) & Nav Ghimire (Ag Agent).



**AGRICULTURE, EXTENSION EDUCATION & FAIR  
MEETING NOTICE**

***Date: Tuesday, December 8, 2015 – 10:00 a.m.  
Green Lake County Government Center, Training Room  
571 County Road A, Green Lake, Wisconsin***

**AGENDA**

**Committee Members:**

Maureen Schweder,  
Chairperson  
Joanne Guden, Vice-  
Chairperson  
Patti Garro  
David Richter  
Michael Stoddard

*Mailing Address:*  
**Green Lake County  
UW-Extension  
PO Box 3188  
Green Lake WI 54941-  
3188  
920-294-4032  
FAX: 920-294-4176  
Website:  
greenlake.uwex.edu**

1. Call to Order/Pledge of Allegiance
2. Certification of Open Meeting Notice
3. Approval of Agenda
4. Approval of the November 10, 2015 Minutes
5. Public Comments – 3 Minute Limit
6. Public Appearances
7. County Library Services Report
  - a. Submitted Monthly Report
8. Correspondence
9. **FAIR – 2016**
  - a. Truck/Tractor Pull Update – Discussion/Approval
  - b. Entertainment Contracts – Discussion/Approval
  - c. Informational Handouts - Discussion
10. **UW-EXTENSION**
  - a. Educator Report – John de Montmollin, 4-H Youth Development Educator
  - b. Educators’ Summary of Monthly Reports & Relevant Trainings, Meetings & Programs
  - c. Approval of Educator Out of County Days – Discussion/Approval
  - d. Committee Discussion
  - e. Vouchers: Agriculture, Extension Education & Fair – Discussion/Approval
11. Future Agenda Items
12. Next Regular Meeting Date – Tuesday, January 12, 2015
13. Adjournment

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

Sincerely,

Nav Ghimire  
Green Lake County UW-Extension  
Agricultural Agent/Department Head

*An EEO/Affirmative Action employer, University of Wisconsin-Extension provides equal opportunities  
in employment and programming, including Title IX and ADA requirements.*

*Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance  
should contact the UW-Extension Office at 294-4032 no later than Noon on the day preceding the meeting.*



The meeting of the Green Lake County Agriculture, Extension Education and Fair Committee was called to order by Chairperson Maureen Schweder at 10:00 a.m., on Tuesday, November 10, 2015 in the Training Room of the Green Lake County Government Center in Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Maureen Schweder, Chair  
Joanne Guden, Vice-Chair  
Patti Garro  
David Richter  
Michael Stoddard

Staff Present: Nav Ghimire  
Jay Dampier  
John de Montmollin  
Katie Gellings  
Kathy Ninneman  
Kim Zills

Staff Absent: Amanda Miller

Others Present: Linda DeNell, Caesecker Public Librarian and Tony Daley, Berlin Journal newspapers.

#### **AGENDA**

***Motion/second (Stoddard/Richter)*** to approve the agenda as presented. Motion carried.

#### **MINUTES**

***Motion/second (Guden/Garro)*** to approve the October 13, 2015 meeting minutes as presented. Motion carried.

**PUBLIC COMMENTS** – None.

**PUBLIC APPEARANCES** – None.

#### **COUNTY LIBRARY SERVICES REPORT**

Submitted monthly reports on file.

#### **WACEC NORTH CENTRAL REGION ANNUAL MEETING**

If anyone is interested in going, please let the UW-EX Office.

**CORRESPONDENCE** – None.

#### **COMMITTED FUNDS – FAIR & UWEX TO SEND TO FINANCE COMMITTEE**

***Motion/second (Guden/Garro)*** to approve Resolution No. 26-2014 and send to County Board. Motion carried.

#### **TRUCK/TRACTOR PULL UPDATE**

Nothing to report, but keep on agenda each month.

#### **ENTERTAINMENT CONTRACTS**

- Dizzy D. Balloon Twister - \$900

- Hillbilly Silly Science Spectacular (Curt Strutz) - \$995
- Face Painting - \$850
- A & P Enterprise Shows – 25% of ride gross after sales tax and 5% insurance, \$30 per game concessions, \$40 per food and popcorn stand. A & P will donate for Kids' Day drawing.

**Motion/second (Richter/Guden)** to approve the contracts, pending the approval of Corporation Counsel. Motion carried.

### **INFORMATIONAL HANDOUTS**

The 2015 Fair Report will be given at the County Board meeting tonight, since Zills will be presenting.

### **EDUCATOR REPORT**

Dampier, Community Resource Development Educator, presented to the Committee, "Preliminary Business Survey Results for the Princeton Community Development Authority."

### **Q&A OF EDUCATORS' SUBMITTED MONTHLY REPORT**

Written monthly reports on file for Dampier, de Montmollin, Gellings, Ghimire, and WNEP were reviewed. The educators present, each gave a short verbal report to the Committee.

### **APPROVAL OF EDUCATOR OUT OF COUNTY DAYS**

**Motion/second (Guden/Richter).** Approved.

### **COMMITTEE DISCUSSION**

- Educators to give a quick report of out of county programs or incorporate with verbal summaries.

### **VOUCHERS**

**Motion/second (Stoddard/Garro)** to approve the vouchers for Ag/Extension Education as presented totaling \$1,231.76. Motion carried.

### **FUTURE AGENDA ITEMS**

- Next regular meeting date: Tuesday, December 8, 2015 in the Training Room at 10:00 a.m.

### **ADJOURNMENT**

**Motion/second (Stoddard/Richter)** to adjourn at 10:46 a.m. Motion carried.

*Respectfully submitted,  
Kathy Ninneman, Program Specialist*

## Green Lake County Library Activities Report for December 2015

**Berlin:** As we get ready for the holidays, our programming is winding down while the librarians gear up for a new season of programs for winter and spring!

The December programs for youth include the final dates of the Family Daytime storytime for children ages 1 through 5, a winter craft for kids under the age of 10, and a guessing jar for kids ages 1 through 12. It's the perfect way to end the year!

From December 14 through the New Year the library is giving away a 2016 pocket calendar while supplies last. Patrons need to check out at least one item to receive a free calendar.

Have safe and enjoyable holidays!

**Green Lake:** The Friends came and decorated on November 30<sup>th</sup>, we're looking forward to all our goings-on December 5<sup>th</sup>, and we even have Santa-themed art on display in the meeting room! Anita Hoffman is the photographer, Saving Grace Salvage in Berlin provided much of the subject matter, and the results are charming.

Our big December event always happens on the first Saturday – Breakfast with Santa, the Friends Christmas Cookie Sale, and their Holiday Book Sale. Home baked Christmas cookies are dropped off at the library by noon on Friday the 4<sup>th</sup>, packed into one pound assortments, and sold for \$7 a box. The entire lower level will be open for the book sale from 8:00 a.m. till noon. There are lots of treasures for people on your gift list. And Breakfast with Santa runs from 8:00 – 10:30. Pancakes, applesauce, beverage, and a treat are yours for \$3/person. Santa will be on hand to listen to Christmas wishes and read a story or two.

We have an animation workshop scheduled during the school holiday break that's perfect for creative kids ages 12 and up. Over the course of 2½ hours participants will learn how to create their own animated movies using common household objects. Registration is limited to 25 participants for this program on Tuesday afternoon, December 29<sup>th</sup>. Check the library website for more – [www.greenlakelibrary.org](http://www.greenlakelibrary.org)

### **Kingston:**

**Markesan:** Markesan Library has had successful make and take workshops. On Dec 2 we will have a painted paver workshop and Dec 9 we will offer a class on safely using holiday leftovers to make soup. The Library will be having a booth at the chamber's Winterfest event on Dec 5. However, all of our items will still be available at the library. As every year, we have the very popular corn heating bags, corn hole toss bags, note cards (blank inside), baby blanket sets, and paper bead rolling kits. The paper bead rolling kits are an idea we had after our workshop in November. Orphan Train is on for our December book discussion. We continue with children's story hour, movie night, and Lego night. There are several groups who regularly meet in our meeting room. We will be starting a knitting and crocheting class in January. We have new item available to check out, rubber stamps. We received a donation of rubber stamps worth several hundreds of dollars and packaged them in clear containers. Each container follows a theme, such as birthday, summer, get well, Christmas, etc. And in between all of this, we manage to do other library stuff, such as check out books, magazines, dvds, send faxes, and offer computer use.

**Princeton:** The Princeton Library is known for its festivities. We are currently decked out in our Christmas best. The Friends of the Library have set up their annual Christmas Gift Sale, which includes jewelry, candles, Christmas cards, and other new or slightly used items perfect gifts. The Sale will conclude with the Friends' Cookie Walk on Saturday December 12. Both the Sale and the Cookie Walk are held in the library building. We are trying to have all of our programs, when possible, in the building, to emphasize the size constraints we are working with and our need for the expansion. The Cookie Walk, which will be selling a dozen cookies for \$5, will run from 9am -1pm, though you will want to come early for the best selection.

The library doesn't slow down its programming just for the holiday. Last month, we celebrated the release of the final Hunger Games movie; we baked bread, created homemade tattoos, and watched Mockingjay Part 1. We also had our first Color and Chill program, which encourages adults and teens to take a break relax and color. All coloring materials, plus relaxing tea, is provided by the library. We are having our December Color and Chill on December 1 at 7pm. We hope this will become a monthly program. And because we love to celebrate movie franchises, we are being nostalgic and showing the first of the original Star Wars film on Friday December 4. We hope to show all three original films prior to the December 18<sup>th</sup> release of Star Wars: The Force Awakens.

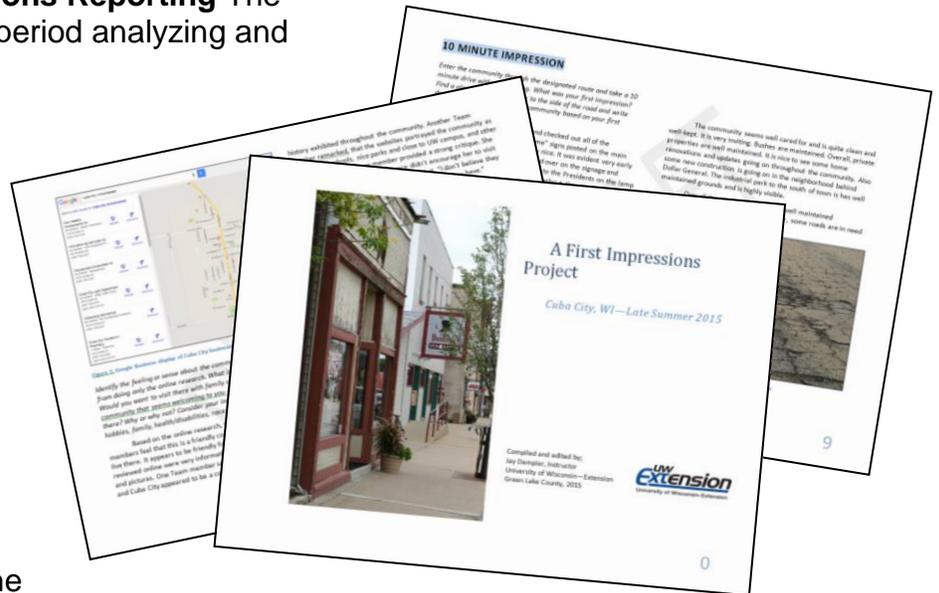
For kids we have two Christmas themed programs. On Saturday December 19<sup>th</sup>, we will be making gingerbread houses. This is a favorite program from years past. We will also be making small homemade Christmas gifts at our Family Craft Night on December 21 at 6pm. Finally, we will conclude the 2015 calendar year with two days with the R.E.A.D. dog program. Kids sign up for a reading time slot and read to a therapy trained dog. It encourages beginning readers to practice their skills without the pressure of reading to an adult. Plus, they just enjoy hanging out with the dogs.

This report briefly describes work completed during November 2015 within the Community Natural Resources and Economic Development (CNRED) Program. During the reporting period, the Educator made 43 direct educational / professional contacts.

## **Economic knowledge and capacity**

### **Princeton / Cuba City First Impressions Reporting**

The Educator spent much of the reporting period analyzing and drafting the First Impressions Report for Cuba City. The communities of Princeton and Cuba City completed First Impressions exchanges this past summer. Teams secretly visited and evaluated each other's communities on a number of items such as housing, tourism opportunities, recreation, and schools. After the Princeton report (being developed by the Educator in Grant County) and Cuba reports are completed, the two communities are planning an informal "summit" and sharing time, providing communities the opportunity to discuss how each can become better. At the completion of this First Impressions exercise, the Educator will be looking for opportunities to conduct another First Impressions with a Green Lake County community.



## **Educational Programming, Outreach and Promotion**

**Community Builders Educational Programming** During the reporting period, the Educator (along with colleagues from Marquette Co. and Waushara Co.) developed a 9 session workshop series which will address organizational, business and community needs. Each topic will be repeated and delivered in all three partnering counties, allowing for broad reach.

**Supporting Statewide Colleagues through Education** The Educator invested time preparing and co-presenting at the 2015 Cooperative Extension State Conference in Madison. The presentation was entitled, "Using Qualitative Research Methods to Evaluate Programs and Analyze Sticky Issues." Participant gained insight into using qualitative approaches in needs assessment and program evaluation.

**Intercounty Coordinating Committee (ICC)** The Educator along with two county board members participated in this month's ICC meeting hosted in Dodge County. The topic of discussion was "Opportunities offered by the Workforce Innovation and Opportunity Act."

## **Organizational Development and Capacity Building**

**Young Professionals** The Educator participated in a recent Young Professionals meeting which focused on the group developing membership benefits.

## **Professional development**

**Tenure Advisory Group (TAG) meeting** The Educator participated in a colleague's TAG. The purpose is twofold; one, to provide feedback on tenure documents, and two, gain insight into the tenure process.

**Funding for Strategic Planning** The Educator was awarded \$500 (From the UW-Extension, North Central Regional Office) to cover registration and book costs for the four day Strategic Planning training offered through University of Wisconsin – Extension, Program Development & Evaluation. The training will take place December 8-11.

## **Out of County Days**

- 0.5 ICC Meeting, Dodge Co.
- 0.5 Young Professionals Planning Meeting in Ripon
- 0.5 Tenure Advisory Group Meeting in Montello
- 3.0 UW-Extension All Colleague Conference in Madison

### **Planned out-of-county days for next month.**

- 4.5 UW-Extension Strategic Planning Inservice, and ICC Meeting.



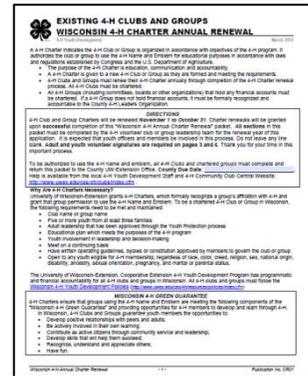
**Contacts**

Phone	E-mail	Face to Face
26	53	371

**Highlights**

**Green Lake County 4-H Charters**

The 4-H Charter is a legal document that indicates a 4-H Club or Group is organized in accordance with the policies and objectives of the Wisconsin 4-H program. It authorizes the club or group to use the 4-H Name and Emblem for educational purposes in accordance with laws and regulations established by Congress and the U.S. Department of Agriculture. This year 16 clubs or groups completed the necessary paperwork to be considered a chartered entity. After filing the e-postcard with the IRS, all Green Lake County 4-H Charters will be uploaded to a system in Madison and reviewed by Wisconsin 4-H Youth Development Staff.



**Green Lake County 4-H Leaders' Association**

The Green Lake County 4-H Leader's Association brings together volunteers to serve as a venue for volunteer leader training and an organizing mechanism in providing volunteer and financial support for county level educational opportunities for 4-H members and 4-H volunteers. I attended the Green Lake County Leaders' Association meeting on Thursday, November 5, 2015 where a wide variety of topics were discussed including the adoption of a new policy that would allow members who are facing an economic hardship to request support. The official policy is listed below:

**GREEN LAKE COUNTY 4-H GRANT PROGRAM**

- The Green Lake County 4-H Leaders' Association has established a Grant Program that provides financial sponsorships for Green Lake County 4-H members from limited resource families or families experiencing a financial hardship.*
- This grant program only provides funding for county, regional, state or national 4-H program or event.*
- 4-H members must complete and submit an application requesting sponsorship prior to participation in the program or event.*
- All requests will be handled in a confidential manner and approved/denied by the President of the Green Lake County 4-H Leaders' Association.*

**Green Lake County 4-H Ambassadors**

I attended the Green Lake County 4-H Ambassador meeting on Sunday, November 8, 2015 and helped them begin to plan for their 2014-15 programs and activities. The Green Lake County 4-H Ambassadors are a group of older 4-H members who promote 4-H throughout Green Lake County.

### **Green Lake County 4-H Horse Council Meeting**

I attended the November 2, 2015 meeting of the Green Lake County 4-H Horse Council and hosted a game of “Jeopardy” that focused on all horse topics. In addition to this educational program, the group also adopted a new recognition program that would award pins to members based on participation in official Green Lake County 4-H Horse Council programs and activities. The pins will feature the Green Lake County 4-H Horse Council logo in gold, silver and bronze.



### **Wisconsin 4-H Fall Forum Cap Note Presentation**

On November 8, 2015, I had the opportunity to deliver the capote presentation to over 300 youth and adult participants at the 2015 Wisconsin 4-H Fall Forum. My presentation was titled “Grow Wisconsin 4-H, A Recruitment Plan” and focused on these three elements: What is the Product?, Selling vs. Marketing and Belief in Product.



### **Did you know... Federal Tax Exempt Status for 4-H Clubs and Groups**

Currently federal tax exempt status of 4-H groups is provided through the General Exemption number (GEN) 2704 held by 4-H National Headquarters. This Internal Revenue Service (IRS) determination formally recognizes all chartered 4-H Clubs and affiliated 4-H organizations nationwide under the control of Cooperative Extension for inclusion as a subsidiary of the national 4-H special exemption from federal income tax under the provisions which correspond to section 501(c)(3) of the IRS Code. This means that formally authorized 4-H groups are exempt from paying federal income tax on funds raised on behalf of 4-H, or to support educational programs; and donors may deduct contributions to 4-H clubs and affiliated 4-H organizations such as bequests, legacies, devises, transfers, or gifts as applicable under the IRS Code.

### **Days Outside Green Lake County**

December 3, 2015	NCR 4-H Youth Development Meeting	Wausau, WI
------------------	-----------------------------------	------------

This report briefly describes the work that was completed within the Family Living Program in November of 2015. During the reporting period, the educator made 76 direct educational and professional contacts, and 7255 indirect educational and professional contacts (Berlin Journal newspaper circulation).

**Educational Programming, Networking and Outreach in the Local Community**

*Cook Healthy to Eat Healthy – Home and Community Education (HCE) Educational Lesson*

I taught a presentation on cooking healthy and eating healthy to 18 HCE members and three non-HCE members in the beginning of November. During the 45 minute program, participants learned about portion sizes, the difference between whole grains and refined grains, excessive salt consumption, spices and herbs to replace salt, and tips to adapt recipes into healthier versions. Participants also had the opportunity to adapt a recipe into a healthier version while in a small group setting.

*Financial Literacy Workshop – Green Lake County Correctional Facility*

On the evening of November 18, I co-taught an hour-long financial literacy workshop to 11 male inmates at the Green Lake County Correctional Facility with Maureen Betz, MPTC Instructor. This month’s topic was Rent Smart in which participants learned about the rental application process, the terms and details within a rental agreement (lease), the importance of good communication skills between a landlord and a tenant, the notices a landlord can issue a tenant regarding lease termination, and the things to do to avoid security deposit deductions. The financial literacy workshops will continue to be offered monthly, alternating males and females (on a monthly basis), with a new topic bi-monthly. Statistics from the program evaluation I conducted include:

N = 10 of 11 (November 18) Rent Smart	% Reporting [only] 1 Unit of Change	% Reporting [at least] 2 or > Units of Change
I feel prepared to answer questions from a potential landlord about my rental history and situation.	0.00%	50.0%
I understand the terms and details of a rental agreement/lease.	20.0%	40.0%
I understand the procedures to follow when ending a rental agreement/lease.	10.0%	40.0%
I understand the notices a landlord can give to a tenant.	10.0%	50.0%
I understand the ways to avoid deductions from a security deposit.	20.0%	50.0%

*Gifts from the Kitchen – Caestecker Public Library*

On the evening of November 24, I held an educational program at Caestecker Library for nine people. The program was titled, “Gifts from the Kitchen” and I taught participants how to make and preserve a chocolate raspberry sauce. Participants also had the opportunity to assemble a friendship soup mix in a jar to take home, as a gift for a family member or friend. During the lesson, we talked about the fun and economical gifts we can give this holiday season, such as food in a jar. We also discussed food safety associated with giving gifts of food in a jar, and ways to make a general soup mix healthier. Participants made several positive comments about the program, and a few mentioned making the soup mix in a jar with their grandchildren this holiday season.



### **Networking within UW Extension and Professional Development Opportunities**

I made 272 contacts within the UW Extension system during the month of November. I continue to have a number of professional meetings scheduled with colleagues and mentors to continue to network and learn from my fellow Extension educators. I expect these meetings to continually assist my growth in my role in Green Lake County.

#### *Cooperative Extension All-Colleague Conference – Madison*

Cooperative Extension held a three day state conference for all colleagues in Madison in mid-November. I attended several great educational sessions – Working Across Program Areas to Promote Health and Prevent Obesity; Nutrition: Have Life in Our Years, Not Just Years in Our Lives; A Perfect Storm – Enrollment Decline, Student Poverty, and Reduced Funding. What does this mean for Wisconsin’s Rural Schools?; and Expanding Community Food Access through Farmers Markets. I made a lot of great connections and have brought new ideas back to Green Lake County with the hopes of implementation.

### **Newspaper Articles**

“Be Food Safe this Holiday Season” Berlin Journal Newspapers. November 16, 2015. By Katie Gellings, Family Living Educator

### **Out of County Days**

- 3 Out of county days for November (UW-Extension State All Colleague Conference in Madison – 3)
- ½ Out of county days scheduled for December (North Central Region Family Living December Meeting in Stevens Point – ½)



## **Nav Ghimire, Green Lake County, Agriculture Agent, November, 2015**

### **Educational Contacts**

In the month of November, a total of 36 educational contacts were made with extension clients. Of the total contacts, face to face contacts were 26 (meetings, walk-in, farm visits). Remaining contacts were phone calls, emails, and mailings. Of the total contacts, females were 75. The main areas of concern during that period were Agency-farmer Interface Coalition meeting, winter ag extension meeting, Tri-County Produce Auction winter programs, and home horticulture.

### **Tri-County Produce Auction**

The total produce sale for 2015 was little over 1.5 million dollar which is the same as last year. The agent will administer survey evaluation for the program implemented in 2015 on Dec 9 – the day of the annual Amish growers meeting that will be held in Dalton. The same day the auction board will decide what educational program(s) they would like UW-Extension to organize for the growers in the winter of 2016.

### **Winter Meeting Scheduled in Green Lake County UWEX Training Room**

The winter meeting has been scheduled for two-part nutrient management training in February 2016 and the dates are Thursday 4 and 11. Similarly, the winter dates for two-part SNAP-Plus training have been scheduled for Thursday 18 and 25 of February. The pesticide application training in the winter of 2016 will be held on Tuesday January 19 and Tuesday February 23. For all these trainings, we also get farmers from neighboring counties. This is the 17<sup>th</sup> year of nutrient management training in Green Lake County organized by UW-Extension.

### **Agency-Farmer Interface Coalition Meeting on Dec 3, 2015**

The “Agency-Farmer Interface Coalition” meeting will be held on Thursday Dec 3. Until writing this report, 27 farmers, 12 agency staff, and 2 private agriculture service providers have signed-up for the meeting. There are three presentation topics and four group discussion topics. I will provide detail report of the meeting next month.

### **State UWEX Conference**

The state UWEX Conference was held in November 11-13. Many useful topics for educational programming were presented. This conference was also focused on changing organizational structure off the UW-Extension in the coming years.

### **Out of County Days**

December 7 – Soil fertility meeting – Dodge County

December 9 – Designing Evaluation Teaching to Extension Educators -Madison

December 10 – Quantitative methods for data analysis in evaluation teaching - Madison

Dec 11 and 17 –Jury duty in the Green lake Court

Dec 18 – CWAS meeting- Adams County

Planned Out of County Days = 4 days