



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

February 7, 2018

**The following documents are included in the packet for the
Ag/Extension Education & Fair Committee Meeting on
Tuesday, February 13, 2018:**

- 1) Cover Sheet
- 2) Agenda
- 3) Draft minutes from the January 9, 2018 meeting
- 4) County Library Reports
- 5) Green Lake County Promotions Committee Bylaws (original & draft changes)
- 6) Educator Report for: Katie Gellings (Health & Well-Being Extension Educator).



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

***Date: Tuesday, February 13, 2018 – 9:00 a.m.
Green Lake County Government Center, Training Room
571 County Road A, Green Lake, Wisconsin***

AGENDA

<p>Committee Members: Joanne Guden, <i>Chair</i> Bob Schweder, <i>Vice-Chair</i> Patti Garro Katie Mehn</p> <p><i>Mailing Address:</i> Green Lake County UW-Extension PO Box 3188 Green Lake WI 54941-3188 Office: 920-294-4032 FAX: 920-294-4176</p>	<ol style="list-style-type: none"> 1. Call to Order 2. Certification of Open Meeting Notice 3. Pledge of Allegiance 4. Approval of Agenda 5. Approval of January 9, 2018 Minutes 6. Public Comments – 3 Minute Limit 7. Public Appearances 8. County Library Services Report – Clairellyn Sommersmith, Princeton Public Library <ol style="list-style-type: none"> a. Submitted Monthly Report 9. Correspondence 10. FAIR <ol style="list-style-type: none"> a. Truck & Tractor Pull Contracts – Discussion/Approval b. WAF Convention Report c. 2018 Contracts – Discussion/Approval d. Project & Sponsorship Update - Discussion e. Friend of the Fair Update - Discussion f. 2017 Annual Report – Discussion/Approval g. Fair Promotions Committee Bylaw Changes – Discussion/Approval 11. UW-EXTENSION <ol style="list-style-type: none"> a. Educators' Summary of Monthly Reports & Relevant Trainings, Meetings & Programs b. Ag Educator Search Update - Discussion c. Area Extension Director Report d. 2019 MOU Update e. Approval of Educator Out of County Days – Discussion/Approval f. Committee Discussion 12. Future Agenda Items 13. Next Regular Meeting Date – Tuesday, March 13, 2018 14. Adjournment
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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 Chairman Joanne Guden, at 9:00 a.m., on Tuesday, January 9, 2018 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: Joanne Guden, Chairman
Patti Garro
Katie Mehn
Bob Schweder

Staff Present: Jay Dampier
Katie Gellings
Kathy Ninneman

Staff Absent: Kim Zills – attending WAF Convention

Also Present: Harley Reabe, County Board Chairman; Linda DeNell, Caestecker Library Director, Green Lake.

AGENDA

Motion/second (Garro/Mehn) to approve the agenda as presented. Motion carried.

MINUTES

Motion/second (Garro/Mehn) to approve the December 12, 2017 meeting. Motion carried.

PUBLIC COMMENTS

Nothing.

PUBLIC APPEARANCES – None.

COUNTY LIBRARY SERVICES REPORT – LINDA DENELL, CAESTECKER PUBLIC LIBRARY

Submitted monthly reports on file. DeNell highlighted areas in each of the library reports.

CORRESPONDENCE – None.

EDUCATORS' SUMMARY OF MONTHLY REPORTS & RELEVANT TRAININGS, MEETINGS & PROGRAMS

Written monthly report on file for Gellings. Gellings also gave a verbal report.

AG EDUCATOR SEARCH UPDATE

Dampier updated the Committee on the search for the county Ag Educator and scheduled dates for all interviews.

AREA EXTENSION DIRECTOR REPORT

Dampier handed out his report and gave a verbal report as well.

2018 MOU UPDATE

Dampier said this will be an agreement worked out between the counties.

APPROVAL OF EDUCATOR OUT OF COUNTY DAYS

Motion/second (Mehn/Garro). Approved.

COMMITTEE DISCUSSION –

Guden received a letter from the Libraries regarding the redesign of the areas and many questions that need to be answered.

FUTURE AGENDA ITEMS

- If anyone has an agenda item, please contact Dampier.
- Next regular meeting date: February 13, 2018 in the Training Room at 9:00 a.m.

ADJOURNMENT

Motion/second (Mehn/Schweder) to adjourn at 9:32 a.m. Motion carried.

Respectfully submitted, Kathy Ninneman, Program Specialist

DRAFT

Green Lake Libraries County Report: February 2018

Berlin: The Berlin Library is off to a great start for the New Year! With a variety of programs and events, we offered something for everyone to do during the cold month. Children's events included: a craft to go along with The Mitten book by Jan Brett and Time to Tinker, which gave kids the opportunity to learn about making an animation book. We continue to offer story times on Wednesday, and Thursday. During January, the total attendance for our story times was 227 kids!

We have collaborated with a community member to start up a Ukulele group for all levels of learning. Our first event brought in 28 participants! This was met with such enthusiasm, that we have decided to make this a monthly event, with a "mini concert" held around our 2nd floor balcony at the end of each jam session.

For adults, we offered a free matinee movie, two book discussions, and two different adult craft nights. All events were well attended, which shows the need for things to do in the cold winter months.

January and February are proving to be a transition month for the Berlin Library, with Chris Kalupa taking over as the Library Director. We are also hiring two new library clerks, and a new adult services librarian. We are looking forward to new faces on our staff and the positive energy they will be bringing.

Kingston: February is here and the blind date books for our "Rate Your Date" event are dressed in their finest and ready to be checked out. Select a wrapped book with a pickup line you like (the first line of the story). Check the book out & open it when you get home to start your "blind date". "Rate Your Date" with the card that you find inside the book. Return the completed "Rate Your Date" card to the jar at the circulation desk, after you have finished the book, for your chance to win a prize! A drawing will be held on March 7th. So be adventurous and try a blind date...maybe you'll find a new author that you love!!

February is also the month that people start thinking about filing taxes. Did you know that public libraries are part of the Tax Forms Outlet Program? TFOP was developed as an outreach to increase the availability of major tax products in local communities. At Kingston we have received the State tax forms and a few of the Federal ones. While most IRS tax forms, instructions and publications are available electronically on IRS.gov now, the printing and distribution process for printed products takes longer, especially this year because of the recent tax legislation in December.

Do you make something (art, crafts, etc.) and need a place to sell it? How about at our Spring Fling on Saturday, April 21st, from 9am to 1pm. We are looking for vendors to set up in various spots around the library for the day. The price of a table is \$25.00. Use the space yourself or split it with a friend. The library will be serving food for the event. Come and help us celebrate Spring!

Markesan: Markesan Public Library is getting ready to resume regular programming after taking a break in January. Coming up on Monday January 19 at 6:00 is a beekeeping program. Story hour will return February 14 and book discussion will be February 20. We continue to work on upcoming programs. I am taking an online library class on how to conduct a survey--there is a lot more to it than writing down a few questions. It is taking a fair amount of time but I am learning a lot. This time of year we also work on the annual report and planning summer library programs. We have ordered replacement computers for the circulation desk. We will rotate these out to be public computers which go up to 8 years old.

Green Lake Caestecker: We have a variety of programs for kids and grownups this month. Whether your taste runs to books, music, or film, antiques or the latest devices, we have you covered. We also have scheduled an AARP-sponsored Fraud Watch program and information on keeping your heart healthy by county nurse educator Melanie Simpkins. And we will top it all off with our first-ever soup luncheon fundraiser. We've been wanting to do something involving soup for a number of years, and the time finally seems right. Mark your calendars for Saturday, February 24 – so far we have donation commitments from three local restaurants, with requests out to more. Your taste buds will thank you. And if we're successful we can put on some more programs!

Princeton: We are celebrating Valentine's Day with a 'Healthy Heart' program led by UW-Extension Health & Wellness Educator, Katie Gellings. We also have card making programs scheduled for both adult and children. We are starting up two new books clubs in the next month. Our Brown Bag Book Club will be held at 12pm on the third Friday of each month and give readers a chance to talk about a recent favorite book they have read. No group book, but a chance to talk to other library folks about good reads and get ideas for your own to-be-read pile. Our General Book Club is also back after a year long hiatus. We will be meeting on the first Tuesday of each month. These book clubs join our current monthly book club, the Mystery Book Discussion Group, and our tween book club, Fantastical Fantasy Readers.

We have two adult animal programs coming up in early March: one about the snowy owl population in Wisconsin and the SNOWstorm project, and the second about the sturgeon population, who always spawn in Princeton in April. For kids, we are celebrating a week of Dr. Seuss during the end of February, concluding with our Dr. Seuss/Read Across America Day party on March 2.

GREEN LAKE COUNTY FAIR PROMOTIONS COMMITTEE BYLAWS



ARTICLE I: COMMITTEE NAME, PURPOSE AND AUTHORITY

- Section 1 Name: Green Lake County Fair Promotions Committee
- Section 2 Purpose: The purpose of the Green Lake County Fair Promotions Committee is to:
- A. To provide leadership in marketing and promote the Green Lake County Fair.
 - B. To oordinate the Fairest of the Fair program.
 - C. To assist with the coordination of the Green Lake County Fair Awards program.
- Section 3 Authority: Green Lake County Fair Promotions Committee serves at the pleasure of the Green Lake County Agriculture, Extension and Fair Committee.

ARTICLE II: COMMITTEE MEMBERSHIP

- Section 1 Committee membership will consist of five (5) members who will serve three year terms. Membership will be staggered to provide consistency from year to year.
- Section 2 Committee members can be re-appointed for a second three-year term.
- Section 3 Green Lake County Fair Promotions Committee is open to everyone regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, and pregnancy, marital or parental status.

ARTICLE III. OFFICERS

- Section 1 The Officers of the Green Lake County Promotions Committee shall consist of a Chair, Vice Chair, Secretary and Treasurer.

- A. The Chair shall serve for a one (1) year term after being elected Vice Chair.
- B. The Vice Chair shall be elected for a two (2) year term, serving in the offices of Vice Chair and then Chair the following year.
- C. The Secretary shall be elected for a term of one (1) year. The Secretary position will have no term limits.
- D. The Treasurer shall be elected for a term of one (1) year. The Treasurer position will have no term limits.

Section 2 Duties: The authority and duties of the board members are as follows:

- A. Chair: Shall preside at all meetings of the Promotions Committee and set the meeting agendas.
- B. Vice Chair: Shall preside in the absence of the Chair and take care of all duties of the Chair during his/her absence.
- C. Secretary: Shall keep minutes of all meetings of the Promotions Committee. Shall work with the UW-Extension Office to distribute correspondence and communications necessary.
- D. Treasurer: Shall keep all financial records of the Promotions Committee and provide leadership in the creation of a budget.

Section 3 Elections: Election of officers shall occur at the August meeting of the Promotions Committee.

Section 4 Removal: Any officer may be removed without cause by a two thirds vote of members present at any Promotions Committee meeting where the committee has been notified in advance of the meeting.

Section 5 Resignation: Officers may resign at any time by giving written notice. Such resignation shall take effect at the time specified therein, and, if not specified therein, it shall take effect upon receipt and the acceptance of such resignation shall not be necessary to make it effective. Any vacancy occurring may be filled by the affirmative vote of a majority Promotions Committee members at the next meeting.

ARTICLE IV: COMMITTEE MEETINGS

Section 1 The Promotions Committee shall meet 3 times per year. Meetings may be rescheduled at the discretion of the Chair with proper notice to committee

members. Additional meetings may be called at the discretion of the Chair. See table for specific meeting times and locations:

Date of Meeting	Time	Location
Third Tuesday in July	6:30 PM	Green Lake County Government Center
Sunday of the Fair	11:00 AM	Green Lake County Fairgrounds
Third Tuesday in August	6:30 PM	Green Lake County Government Center

Section 2 All meetings of the Promotions Committee must be posted as a public meeting.

Section 3 A quorum for conducting official business is a majority of committee members.

ARTICLE V: AMENDMENTS TO THE BYLAWS

Section 1 These Bylaws may be amended at any meeting by a two-thirds majority of the members present and approval from the Agriculture, Extension and Fair Committee. Notice must be given at a previous meeting or through notification by e-mail and or mail regarding the changes being considered.

Approved by the Agriculture, Extension Education & Fair Committee on 1/10/17

GREEN LAKE COUNTY FAIR PROMOTIONS COMMITTEE BYLAWS



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- D. Treasurer: Shall keep all financial records with the support of UW-Extension support staff of the Promotions Committee and provide leadership in the creation of a budget.

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ARTICLE V: AMENDMENTS TO THE BYLAWS

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Approved by the Agriculture, Extension Education & Fair Committee on 1/10/17

Revised 1/25/18

ORIGINAL

This report briefly describes the work that was completed within the Family Living Program in January of 2018. During the reporting period, the educator made 57 direct educational and professional contacts.

Educational Programming, Networking and Outreach in the Local Community

Lunch and Learn Workshop Series, Forward Service, Berlin

In the beginning of November I started teaching a series of six workshops at Forward Service in Berlin. The topics included in the series are: basic budgeting (part I), basic budgeting (part II), Rent Smart (lesson 1), Rent Smart (lesson 2), credit and debt, and healthy cooking on a budget. A total of 18 participants have taken advantage of the free workshops. The final two workshops were held in January. The evaluation data collected from the credit and debt workshop is listed below:

N = 3 of 35 (January 18) Budgeting and Money Management	% Reporting [only] 1 Unit of Change	% Reporting [at least] 2 or > Units of Change
I am confident in my ability to get a free credit report.	0.0%	33.3%
I understand why regular credit checks are important.	100.0%	0.0%
I understand the factors that affect my credit score.	33.3%	33.3%
I understand the ways to increase my credit score.	66.6%	33.3%
I understand the ways to repair my credit.	66.6%	33.3%

Green Lake County Wellness Coalition, Green Lake

In early January, I met with Kathy Munsey, Green Lake County Public Health Officer, Julia McCarroll, Green Lake County Public Health Nurse/Educator, and Melanie Simpkins, Green Lake County Public Health Nurse/Educator to discuss the Green Lake County Wellness Coalition and the Community Health Improvement Plan (CHIP). We worked on creating a CHIP Kick-Off Open House type of event that will be open to the community to showcase local programs.



Green Lake County Correctional Facility Financial Literacy Workshop, Green Lake

Due to an increase in population at the Green Lake County Correctional Facility, I started my 4-week Financial Literacy Workshop series again. I taught a total of three financial literacy workshops in January. The topics were two classes of basic budgeting (males, females) and one class of Rent Smart (females only). The sessions were each held weekly for one hour. The following is based on the evaluation data I collected from the three workshops:

N = 6 of 6 (January 2018) Budgeting and Money Management	% Reporting [only] 1 Unit of Change	% Reporting [at least] 2 or > Units of Change
I am confident in my ability to make smart money management decisions.	33.3%	33.3%
I understand the importance of creating a spending plan.	16.6%	33.3%
I am confident in my ability to use a spending plan that I created.	33.3%	50.0%
I understand the various ways to track spending.	16.6%	50.0%
I am confident in my ability to track my spending properly.	16.6%	50.0%

Participants shared the following when asked, “What is something you learned today that you will use in your own personal budgeting?”:

- I am going to redo my budget and track my spending and try to use a tool like the envelope method.
- I must follow a budget in order to be financial stable and safe for unexpected expenses.
- I will keep track of where my money is going.
- I would like to use a Christmas Funds account to help put money away for Christmas costs.
- It was surprising to me to see how much I really spend in 1 week and how much that equals within one year. I am going to save my change in a jar and watch how much I spend in a week.
- I learned how to save money.

- I will make a better effort to plan out my finances on paper so I can properly manage my money.
- I learned how to set up a financial goal. I plan to change my drug habit by stopping so I'll have money.

N = 2 of 2 (January 2018) 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.	50.0%	0.0%
I understand the terms and details of a rental agreement/lease.	50.0%	0.0%
I understand the procedures to follow when ending a rental agreement/lease.	50.0%	0.0%
I understand the notices a landlord can give a tenant.	50.0%	0.0%
I understand the ways to avoid deductions from a security deposit.	50.0%	0.0%

Participants shared the following when asked, “What is the most important new idea you learned today?”:

- My landlord is looking for the same qualities in me as a renter as I am in them.
- How to read a rental agreement and how to make sure I can get my security deposit back

Networking within UW Extension and Professional Development Opportunities

I made 18 contacts within the UW Extension system during the month of January. 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.

Search & Screen Committee for the Director of the Institute for Health & Well-Being

I was asked by the Associate Dean of Extension Youth, Family & Community Development to serve on the search and screen committee for the Director of the Institute for Health & Well-Being. The process will begin in early February and continue into March.

Newspaper Articles

“Increase Your Financial Well-Being in the New Year” Berlin Journal Newspapers. January 8, 2018. By Katie Gellings, Family Living Educator

Out of County Days

- 1 Out of county days for January (Family Living Gathering, Plover – 1*)
- 1 ½ Out of county days for February (ESP Budget Meeting, Neenah – ½; WAFCS Conference Planning Meeting, Neenah – ½; Be Well Coalition Training, Oshkosh – ½*)

* Travel expenses are covered by UW Extension