

EXTENSION TAX DISTRICT WORK SESSION
QUARTERLY MEETING – OCTOBER 4, 2011
MINUTES

1. At 10:10 a.m., Chairman Pope declared the Quarterly Work Session of the Extension Tax District in session. Director Ainsworth and Director Wheeler were present. Also in attendance were:

Greg Hansen, Administrative Officer
Derek Godwin, Marion/Polk County Staff Chair
Jim Clawson, PECAN Chairman
Mike Bondi, Director of the North Willamette Research Extension Center
Barbara Nichols
Delores May
Elena Pena
Gail Miles
Sheri Beehner

2. **QUARTERLY UPDATE**

Derek Godwin informed the Board that he has signed a contract with OSU to be the Regional Administrator for the West Central Area. He will continue to be housed in Polk County, but will be covering Marion, Polk, Yamhill, Linn, and Benton counties. All 5 counties will help support the Regional Administrator, but there shouldn't be any other staffing changes. Derek is hoping that there will be more regional projects and efficiencies in administration. The Board expressed concerns that not all 5 counties have taxing districts, so the counties that aren't contributing will be receiving the same level of service of those that are.

Derek presented the Board with an organizational chart that diagrammed the positions serving and supported by Polk County. The funds that the Extension Office receives from Polk County currently funds 3.0 FTE. The remaining positions are State and grant funded. Derek went on to update the Board of recent staff changes, and current projects.

Derek also reported on some Extension highlights: the Master Gardeners put on a fall fling workshop which 160 community members attended. This was the 9th year this workshop was held. The 4-H year started October 1, and they just finished a busy summer that included summer camps and the County Fair. The Extension office has also been working on an Agriculture Economic Development project, they are currently interviewing faculty and will start interviewing local small farmers soon.

Derek also went over the Quarter 1 budget, based on the \$250,000 that was approved from the County, and detailed some of the larger expenses and budget items. Employment Resources NW has recently closed, so staff and volunteers are looking at transitioning more into electronic newsletters and correspondence to save on copying and printing costs. The Board requested that the quarterly budget statements going forward be itemized so expenses can be more easily understood. The next quarterly work session should also include a 2010-2011 year end budget summary.

3. **PECAN UPDATE**

Jim Clawson gave an update on the Advisory Network. This is only the second year of this committee. Their goals are to provide advice, advocacy, and eventually assisting with other sources of funding for the Extension Office. The Committee is also interested in being a watchdog group for the budget and provide recommendations to the Board of Directors. Currently, the Committee is recommending that the Extension website be updated to include a page for the Advisory group.

The Board expressed appreciation to Jim Clawson for his dedication and volunteerism with the PECAN group.

4. **BUDGET REQUEST**

Mike Bondi presented a request for funding for 10,000 to the County. He informed the Board that he currently receives \$165,000 from the 7 counties that the North Willamette Research Extension Center serves (only 6 counties contribute). Other funding is received through the crop sales, USDA, grants and contracts.

Last year, Polk County gave \$8,000 - \$4,000 from the Economic Development fund, and the remainder from the extension budget. At the budget meeting this year, Greg Hansen directed Derek to add a budget item for the support of the North Willamette Research Extension Center, so that way when we receive the request for support, the expense will already be included in the budget.

Greg said that he will put this funding request on an upcoming Tuesday agenda where the Commissioners can address the current request and future requests.

The Board expressed thanks to Mike for his organization of the NACO farm tour.

Chairman Pope adjourned the meeting at 11:39 a.m.

Minutes: Heather Alvarez
Approved: February 15, 2012