



# ***GREEN LAKE COUNTY***

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

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**November 9, 2018**

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

- 1) Cover Sheet
- 2) Agenda
- 3) Draft minutes from the October 9, 2018 meeting
- 4) County Library Reports
- 5) Educators Reports for: Katie Gellings (Health & Well-Being Extension Educator) and Ben Jenkins (Agriculture Extension Educator), Area Extension Director, Jay Dampier and 4-H support staff, Kathy Ninneman.



# GREEN LAKE COUNTY

## AGRICULTURE, EXTENSION EDUCATION & FAIR

Office: 920-294-4032

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### *Agriculture, Extension Education & Fair Committee Meeting Notice*

**Date: Tuesday, November 13, 2018      Time: 9:00 a.m.**

**Green Lake County Government Center, Training Room**

**571 County Rd A, Green Lake WI**

#### AGENDA

#### **Committee Members**

*Patti Garro, Chair*

*Keith Hess*

*Katie Mehn, Vice*

*Chair*

*Kathy Morris*

*Peter Wallace*

*Kathy Ninneman,*

*Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 10/9/18
5. Public Comments – 3 Minute Limit
6. County Library Services Report (submitted monthly report) – Linda DeNell, Caestecker Public Library Director
7. Winnefox Library Report – Kathy Morris
8. Correspondence
9. **FAIR**
10. Track Event Alcohol Sales Review
11. 2019 Contracts
12. 2019 Fair Updates
13. **UW-EXTENSION**
14. Educators' Summary of Monthly Reports & Relevant Trainings, Meetings & Programs
15. 2019 Budget update
16. Staffing update
17. Area Extension Director Report
18. Approval of Educator Out of County Days – Discussion/Approval
19. Committee Discussion
  - Future Meeting Dates: December 11, 2018
  - Future Agenda items for action & discussion
20. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Kathy Ninneman

**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, 294-4032, not later than 3 days before date Of the meeting.**



The meeting of the Green Lake County Agriculture, Extension Education and Fair Committee was called to order by Chair Patti Garro, at 9:00 a.m., on Tuesday, October 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: Patti Garro, Chair  
Keith Hess  
Katie Mehn, Vice Chair  
Kathy Morris  
Peter Wallace

Staff Present: Jay Dampier  
Katie Gellings  
Ben Jenkins  
Kathy Ninneman  
Kim Zills

Also Present: Clairellyn Sommersmith, Princeton Public Library Director, Green Lake; Roger Swanson, Princeton Area Community Fund; Dawn Klockcow, Corporation Counsel; Cathy Schmit, County Administrator and Harley Reabe, County Board Chairman.

### **MINUTES**

***Motion/second (Hess/Wallace)*** to approve the September 11, 2018 minutes with no additions or corrections. All ayes. Motion carried.

### **PUBLIC COMMENTS**

Nothing.

### **COUNTY LIBRARY SERVICES REPORT – LUCY HAZELWOOD, MARKESAN PUBLIC LIBRARY**

Submitted monthly reports on file. Sommersmith highlighted areas in each of the library reports. The county wide read day was wonderfully attended with 75 people.

### **WINNEFOX LIBRARY REPORT**

Morris handed out a report and also gave a verbal report.

### **CORRESPONDENCE**

Nothing.

### **2018 TRACK EVENT ALCOHOL SALES**

Roger Swanson, Princeton Area Community Fund, asked why food vendors are to give 10% back to the fair and alcohol gives 40%. He did not split the food from the beer sales. Swanson only had an alcohol contract but also sold food without a food contract. There has never been a vendor selling both food and beer sales together. Swanson is to maintain the 40% to the fair, from all sales (both alcohol and food).

### **2019 CONTRACTS**

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***Motion/second (Hess/Mehn)*** to approve this contract. All ayes. Motion carried.

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

Written monthly report on file for Gellings and Jenkins. Gellings and Jenkins gave verbal reports.

## **2019 BUDGET UPDATE**

Dampier reported he just received the budget back from the County Administrators' office and all looks good.

## **BUDGETARY ADJUSTMENT**

Dampier reported our office made a couple purchases for the 4-H Horse Council (horse timer) and the Livestock Council (livestock tags). Their reimbursement went into the county revenue, so that is why we are requesting the budget adjustment, so it can be moved back into our program area of the budget.

***Motion/second (Hess/Mehn)*** to approve the budget adjustment. All ayes. Motion carried.

## **STAFFING UPDATE**

Dampier said the posting for the 4-H Program Coordinator closed on Sunday, October 7. On Wednesday, October 10, Cathy Schmit, John de Montmollin, State Program Director, and Dampier will be reviewing the applications to make sure that all minimum requirements have been met. Interviews will follow later in the month.

## **AREA EXTENSION DIRECTOR REPORT**

Dampier gave the Committee a copy of his report and also gave a verbal explanation. He also handed out a copy of the contract language for next year.

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

***Motion/second (Mehn/Hess)***. All ayes. Approved.

## **COMMITTEE DISCUSSION**

None.

## **FUTURE AGENDA ITEMS**

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

## **ADJOURNMENT**

***Motion/second (Hess/Morris)*** to adjourn at 9:36 a.m. Motion carried.

*Respectfully submitted,  
Kathy Ninneman, Committee Secretary*

## Green Lake County Libraries Activity Report for October 2018

**Berlin** - October proved to be an exciting month for the Berlin Library with our premier Escape Room held Oct. 26-29. Although it was a lot of work, we had a blast preparing the event and were pleased it was so successful. We were excited to see some new faces in the library. In the three days, we had 91 people participate, all giving fantastic reviews.

November is again filled with fun events for the entire family with everything from crafts, book discussions, movies and Make & Takes. We are excited to host a Fermentation 101 program presented by Katie Gellings and Mary Ann Schilling, from the Green Lake and Waushara County UW-Extension offices. With the cold weather approaching, we have been delivering to more shut-ins to allow them access to the library while staying safely in their homes, which they really appreciate.

I would like to remind everyone to keep our libraries in mind when you are in need of a meeting place for small and large groups. The Berlin Library averages 25 outside meetings a month by both profit and non-profit groups. We are glad to offer this service to our community.

**Green Lake** – After an October stuffed to the gills with programs, things are quieter in November – but there is still plenty going on and all sorts of new books and DVDs to check out.

We continue to celebrate the Year of the Bird with two programs this month. Jon Roti Roti will lead “Beginning Birding, or, What pooped on My Windshield?” on Thursday, November 8<sup>th</sup>, at 6:30 p.m. Then on Tuesday, November 27<sup>th</sup>, Liz Herzmann from Horicon Marsh State Wildlife Area will present “Tune In,” about birding by ear. Liz’s program will likewise begin at 6:30 p.m. On Saturday morning, November 10, we have another Kids in the Kitchen class for 6-11 year olds led by Katie Gellings. (The apple muffins the kids made in October were delish!) And for holiday music enthusiasts, we have a seasonal concert by Gaelic harpist Jeff Pockat scheduled for 10:00 on Saturday morning, November 24<sup>th</sup>. Lastly, those who enjoy Breakfast with Santa will want to mark their calendars for Saturday morning, December 1, from 8-10:30.

**Kingston** – We are having a Basket Silent Auction that runs from Nov. 5<sup>th</sup> thru Nov. 17<sup>th</sup>. As of this writing we have 37 baskets with a wide variety of themes. And mark your calendars for our annual Cookie Walk with Santa, which will be held on Saturday, Dec. 15<sup>th</sup>. In Oct. we had a new back door put in, which was donated by Ted & Michelle MacHugo with the labor donated by Orlan Lambrecht. The old door was damaged when we were broken in to in mid-August. And we are working on getting a security system installed as well, and hope to have that done by the end of the year. We are also working on next years’ budget, and making visits to the surrounding townships to promote the library.

**Markesan** – We have been busy going through various parts of our library removing books which are in poor condition or outdated. We are also evaluating the collection to enhance the selection. This will give us a better idea of how we can move collections around to make better use of space and add a display area. After we are done re-vamping the children’s area, we will focus on other areas. We have a full schedule of holiday make and take crafts with all the supplies available at an affordable cost. The library will be providing many of the games at the Chamber’s Homespun Holiday on November 16 and 17 at the elementary school. The library is facilitating a group of writers in conjunction with National Novel Writing Month. We have had two meetings and will continue to meet through the month.

**Princeton** - October concluded after successful pumpkin carving programs, trick or treating, and our fundraising event with Jerry Apps. That dinner netted the library’s expansion campaign \$4,600. This month, we are getting ready for the Christmas season. Christmas in Princeton occurs Thanksgiving weekend and the library will have extended hours, movies and crafts, plus will be giving away free children’s book after the Friday night parade. The Friends of the Library also have their Christmas Sale starting that weekend. The Sale concludes on December 8 with the Friends’ Cookie Walk and donations for the sale are being accepted now. We have also started a collaboration with the public school; I have will be creating monthly bookmarks, one for teens and one for tweens, highlighting books on a genre they might be interested in. The building committee is currently reworking our expansion design for our building project, and are looking forward to resubmitting bids in the new year. Donations made now are currently being doubled by at \$25,000 anonymous donation.

This report briefly describes the work that was completed within the Family Living Program in October of 2018. During the reporting period, the educator made 34 direct educational and professional contacts.

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

#### *Financial Literacy Workshop, Green Lake County Correctional Facility*

During the month of October I completed another 4-week series of the Financial Literacy Workshop for male inmates at the Green Lake County Correctional Facility. One 1-hour workshop is held per week. Participants are required to attend all four sessions, and receive a certificate of completion at the final workshop. The four workshops focus on different topics: budgeting and money management (differing views of needs vs. wants, tracking spending, developing a spending plan), Rent Smart (reading a rental agreement, having rights as a tenant), credit and debt (varying types of debt, credit report, credit score, paying off debts), and banking basics (saving money, balancing a checkbook). Most likely a females only workshop series will held this winter. Evaluation data collected at each workshop is listed below:

N = 3 of 3 (Males only - October 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.	0.0%	66.7%
I understand the importance of creating a spending plan.	33.3%	33.3%
I am confident in my ability to use a spending plan that I created.	0.0%	66.7%
I understand the various ways to track spending.	0.0%	33.3%
I am confident in my ability to track my spending properly.	0.0%	66.7%

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

- Learn to be more aware of my spending and to keep track
- Budget and follow it to the “T”, Get family on track and get some actual progress financially in life
- Check my spending for a month

N = 3 of 3 (Males only – October 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.	33.3%	66.7%
I understand the terms and details of a rental agreement/lease.	33.3%	66.7%
I understand the procedures to follow when ending a rental agreement/lease.	33.3%	66.7%
I understand the notices a landlord can give a tenant.	66.7%	33.3%
I understand the ways to avoid deductions from a security deposit.	33.3%	66.7%

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

- WI doesn’t require a written lease agreement so make sure you require it yourself
- About renter/rentee communication
- What to look for in a landlord and place to live

N = 2 of 2 (Males only – October 2018) Credit and Debt	% Reporting [only] 1 Unit of Change
I am confident in my ability to get a free credit report	100.0%
I understand why regular credit report checks are important	50.0%
I understand the factors that affect my credit score	50.0%
I understand the ways to increase my credit score	100.0%
I understand the ways to repair my credit	100.0%

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

- There are 3 credit reports I can get free each year
- I look for free credit reports

N = 1 of 1 (Males only – October 2018) Banking Basics	% Reporting [only] 1 Unit of Change
I understand why I should use a financial institution for my banking needs	100.0%
I understand how much “not banking” can cost me	0.0%
I am confident in my ability to write out a check and check register	0.0%
I am confident in my ability to balance/reconcile a bank account	0.0%
I understand the common mistakes in managing a bank account	100.0%

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

- Checkbook and statements

#### *Money As You Grow, Berlin Community Daycare*

In mid-October, I read *Curious George Saves His Pennies* to 32 children at the Berlin Community Daycare. Following the story we discussed safe places to save money, and the children were able to decorate their very own piggy bank. Money As You Grow is a research-based program designed to help parents, caregivers, and others teach children ages 4-10 money skills through reading, activities, and play.



#### *Rent Smart, Markesan High School*

I taught a series of two classes of the adapted Rent Smart curriculum to the Independent Living class of juniors and seniors at Markesan High School. There were a total of 17 students who participated in the classes. We talked about budgeting for renting, finding a place to rent, rental applications and rental agreements, moving out, and security deposits.

#### *Kids in the Kitchen, Caestecker Public Library*

On Saturday, October 27, I held a Kids in the Kitchen cooking program at Caestecker Library in Green Lake. There were 9 participants. The Kids in the Kitchen program teaches kids (7-11 years old) how to cook simple, healthy snacks by learning basic cooking skills and developing healthy eating habits. Class objectives include:

- Learn the importance of healthy food choices
- Learn how to read, to follow and prepare recipes
- Learn to enjoy new foods
- Learn how to work as a team
- Learn kitchen safety and food prep skills

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

I made 42 contacts within the UW Extension system during the month of October. 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.

#### *WI Summit on Financial Literacy, Lambeau Field, Green Bay*

I attending a one-day conference on financial literacy sponsored by Economics Wisconsin. I attended the following breakout sessions: “Next Gen Personal Finance,” “Don’t Be Jack: A Financial Learning Game,” and “Preparing Students For Life After High School”. I was able to gain knowledge and resources that I can use in my financial management programming in Green Lake County.

#### **Newspaper Articles**

“Free Credit Freezes Now Available Through Credit Bureaus” Berlin Journal Newspapers. October 1, 2018. By Katie Gellings, Family Living Educator

“College Savings: Planning For Your Child’s Future” Berlin Journal Newspapers. October 29, 2018. By Katie Gellings, Family Living Educator

#### **Out of County Days**

- 2 Out of county days for October (WI Summit on Financial Literacy Conference, Green Bay – 1; Community Health Needs Assessment meeting, Appleton – 1)
- 2 Out of county days planned for November (2018 WI Cancer Summit, Madison – 1; Taking Care of You program training, Stevens Point – 1\*)

\* Travel expenses are covered by UW Extension

This report briefly describes the work that was completed within the Agricultural Program in August of 2018. During the reporting period, the educator made 78 direct educational and professional contacts.

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

### *Farm Visits Galore*

This was another very busy month for farm visits. Farm visits included cold calling to raise awareness that UWEX is here and ready to provide help to improve agricultural enterprises within Green Lake County whether they be the traditional large acreage grain operation or the non-traditional specialty crops on smaller acreages. This was met with warm reception by all parties approached. I will hopefully be getting out and contacting more individuals involved with Agriculture within Green Lake County to assess their needs in the months ahead.

### *Planning for winter programming*

This month was also busy developing the upcoming programming and establishing dates for educational events. Some events that are now on the calendar are Pesticide Applicator Licensing, Nutrient Management, and Farm Financials. I was also working with educators from other counties to develop some type of basic Ag education directed at increasing the general knowledge of agriculture in the non-farming population. Also hoping to restart the orchard field day at Pine Apple Hill.

### *Kingston Historical Society*

On October 7 I was invited to give a presentation on a topic in Agricultural history of my choosing. I put together a presentation of how grain was harvested before the era of mechanization and walked the audience through the historical development of how mechanization formed over time to produce the modern combine harvester and where harvesting technology looks to be going from here. The audience had some very insightful questions at the end and gained more awareness as to the costs associated with producing commodity crops.

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

### *World Dairy Expo*

I started out the month by attending the world Dairy Expo. I was able to get an almost overwhelming amount of exposure to all the ways that the dairy industry is changing. The trend in dairy is to keep increasing cow numbers. This trend is being propelled forward at an alarming rate right now due to the current dairy crisis. Food safety and undocumented workers seem to be on everyone's mind in the industry as the dwindling number of producers work to adapt to new regulations under current economic pressure. One fascinating and heartening vender was a group of Mennonites from a company in Ohio who are building and selling a line of milking equipment specifically for the small independent producer.

### *Horticulture Team Meeting*

On the 4<sup>th</sup> of October the Horticulture team met to define the responsibilities of our professionals at the county level and to talk about the new OPM position. A lot of deliberation and discussion occurred while trying to make sure the responsibilities of the educators, coordinators, specialists, and support staff in their relationship to the Horticulture Program were well defined.

### *Succession Workshop*

On the 25<sup>th</sup> I attended a networking workshop and met professionals engaged in all aspects of farm succession planning. This meetings attendees included financial planners, DATCP farm center, lawyers, accountants, loan officers, and UWEX educators. We worked through case studies to work on addressing the individual needs of family farming operations in transition between generations.

## CWAS

On the 29<sup>th</sup> I attended the CWAS meeting to discuss with the other educators in the CWAS area the upcoming programming that we share. We shared some of the unique challenges that our individual counties have and discussed the concerns that span the area. We talked about how to address the needs of CWAS and changes that we may anticipate coming now that UWEX is merging with UW-Madison.



## Out of County Days

- 5 Out of county days for October (Dairy Expo\*, Hort. Team, Food Safety DATCP, Succession Workshop, CWAS)
- 3 Out of county days planned for November (Train the Trainer-Farm Succession, BSE Bootcamp)



\*Denotes that it was paid for by UWEX

October 2018

Report by Kathy Ninneman



**Green Lake County 4-H Trip & Award Scholarship Interviews, October 4**—5:00 pm. Interviews were conducted for 16 youth in the Committee Room. I worked with the Committee Chairperson as an advisor if they had any questions relating to the policies and procedures for the selection process. *This is a 4-H educator advisor role.*

**Green Lake County 4-H Leaders' Association Meeting, October 4**—7:00 pm. I compile the agenda and email it to the president for approval. I also attend the meeting and dispense information from the UW-EX office. 4-H Charters were due November 1. *This is a chartered 4-H group and the 4-H educator is the advisor.*

**4-H Ambassador Meeting, October 7**—1:00 pm. I met with the 4-H Ambassadors and their advisor, Emily Strahota. They are busy planning Super Saturday for February 2, 2019, along with the Youth Awards Program on November 11 and some attended Fall Forum November 2-4. They are also planning for the Saturday, December 1 Cloverbud Workshop in conjunction with Country Clovers 4-H Club. The group welcomed two new Ambassadors, which was awesome! *This is a chartered 4-H group and is usually attended by the 4-H educator.*

**Livestock Council Meeting—October 16**—7:30 pm. I attended this meeting as the 4-H representative. I worked with the LC president on a PowerPoint presentation that she gave for the group regarding their options for tagging in 2019. There were approximately 100 people in attendance. *This is a chartered 4-H group and is usually attended by the 4-H educator and/or Ag Agent.*



**4-H Archery Project Annual Meeting—**

**October 23**—7:00 pm. This is basically their one big meeting of the year, besides a couple others at the presidents' request. It was great to see new faces attending. The group held election of officers. They set their 2019 Archery Shoot Schedule (indoor and outdoor). Discussed goals, fundraisers and award recognition. *This is a chartered 4-H group and is usually attended by the 4-H educator.*



**4-H Leaders' Association Annual Banquet—**

**October 25**—6:00 pm. Was held at the Green Lake American Legion Hall. Lots of organization and collaboration with scholarship trip winners for their presentations, the program script and who is all involved, the 4-H clubs and general leaders and the board of directors for the Leaders' Association. *This is a 4-H educator advisor role.*

Jay Dampier, Area Extension Director

***Serving the counties of Adams, Green Lake, Juneau, Marquette and Waushara***

**Marquette County Services Center**

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November 2018

Area Extension Director Update for UWEX Central Sands (14):

As with every month, I participated in oversight committee meetings, department head meetings and staff meetings for all five counties. As my schedule allows, I also strive to attend at least one county board meeting each month.

During the month of October, I continued to work with county staff, oversight committee members and county finance departments to finalize the 2019 budgets. I also worked with the university finance department to send out second invoices for contracted services, and also worked on the 2019 contract.

In October we started interviews for the Green Lake 4-H Program Coordinator position and plan to extend an offer later this month. The Waushara 4-H Program Coordinator has been advertised and we hope to have that filled permanently soon.

Finally, I want to say thank you to the oversight committee members in Area 14. This will be my last report. I've accepted a state-level position as the Outreach Program Manager for the Horticulture Program. I will be working with university administration and county offices as the search begins for a new Area Extension Director.

Sincerely,

A handwritten signature in black ink, appearing to read "Jay Dampier".

Jay Dampier