



# ***GREEN LAKE COUNTY***

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

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**February 3, 2020**

**The following documents are included in the packet for the  
Ag/Extension Education & Fair Committee Meeting on  
Tuesday, February 11, 2020:**

- 1) Cover Sheet
- 2) Agenda
- 3) Draft minutes from the January 14, 2020 meeting
- 4) County Library Reports
- 5) Educator Reports for: Katie Gellings (Health & Well-Being Extension Educator), and Morgan Martinez (4-H Program Coordinator).



# GREEN LAKE COUNTY

## AGRICULTURE, EXTENSION EDUCATION & FAIR

Office: 920-294-4032

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

*Date: Tuesday, February 11, 2020      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: 1/14/20
5. Public Comments – 3 Minute Limit
6. County Library Services Report (submitted monthly report) –
7. **FAIR**
8. 2020 Fair
9. Contracts – Discussion/Approval
10. Approve Signatories on the Fair Bank Account
11. Truck/Tractor Pull – Rich Swanke
12. **UW-EXTENSION**
13. Educators' Summary of Monthly Reports & Relevant Trainings, Meetings & Programs
14. Area Extension Director Report
15. Approval of Educator Out of County Days – Discussion/Approval
16. Committee Discussion
  - Future Meeting Dates & Change of Place: March 10, 2020 County Board Room (just this date)
  - Future Agenda items for action & discussion
17. 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 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, January 14, 2020 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

Absent: Peter Wallace

Staff Present: Adam Hady  
Katie Gellings  
Ben Jenkins  
Kathy Ninneman

Absent: Morgan Martinez, attending OnBoarding

Also Present: Harley Reabe, County Board Chairman; Cathy Schmit, County Administrator; Dawn Klockow, Corporation Counsel; Becca DuBois & Matthew Schraven, 4-H members; Beth Howman-Combs, 4-H volunteer; Laura Skalitzky, Princeton Library Director.

**MINUTES**

***Motion/second (Hess/Mehn)*** to approve the December 10, 2019 minutes with no additions or corrections. All ayes. Motion carried.

**PUBLIC COMMENTS**

Nothing.

**COUNTY LIBRARY SERVICES REPORT**

The submitted monthly reports are in the committee packet. Skalitzky gave a short report on each of the libraries.

**RECRUITMENT PROCESS/JOB DESCRIPTION FOR FAIR COORDINATOR**

Schmit reported they are exploring the Fair under a Fair Board, but will be looked at in the future. The position will be filled as usual. The job description has been updated and the position will be posted today. No judges have been hired to date and HCE will be supported through this position.

**SET CASH DEPOSITS FOR ORDINANCE VIOLATIONS**

Klockow presented the memorandum regarding cash deposits for citations, CR19-0978. Klockow explained that the County’s ordinance for issuing citations for County Ordinance violations is missing a provision required in the statutes. Wis. Stat. s. 66.0113(1)(c) requires that an ordinance “contain a schedule of cash deposits that are to be required for the various ordinance violations, plus costs, fees, and surcharges imposed under ch. 814, for which a citation may be issued. Klockow explained the table showing the Wisconsin Circuit Court Fee, Forfeiture, Fine and Surcharge Totals. Klockow explained that the base fee needs to be in the ordinance if individuals want to pay citation without appearing in court.

Klockow directed Committee members to the table in the memorandum showing which cash deposits need to be set for Ag/Extension Education and Fair ordinance violations.

Committee members discussed each of the statutes to set the forfeiture amount.

Junior Free Fair Regulations Ordinance §138-2 and General Regulations – Liquor and Fermented Malt Beverages Ordinance §138-5. **Motion/second (Hess/Mehn)** to recommend setting the cash deposit at \$250.00 for both. All ayes. Motion carried.

### **2020 FAIR**

Schmit reported she has 2 contracts:

- Dizzy D Balloons
- A&P Carnival

**Motion/second (Hess/Mehn)** to approve the above contracts. All ayes. Approved.

### **TRUCK/TRACTOR PULL**

Swanke was not present.

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

Written monthly report on file for Gellings, Jenkins and Martinez. Gellings and Jenkins gave verbal reports and Hady reported for Martinez.

### **AREA EXTENSION DIRECTOR REPORT**

Hady reported all the budgets and contracts were approved in all the counties. He is getting trained on Performance Reviews. The position for Health & Well-being educator has a verbal approval in Adams County and he will announce once everything has been finalized. The FoodWise Coordinator position will be posted soon. There is also an Ag Educator position open in Marquette County and hopefully the state will look into re-filling it.

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

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

### **COMMITTEE DISCUSSION**

None.

### **FUTURE AGENDA ITEMS**

- If anyone has an agenda item, please contact Mehn, Reabe or Ninneman. Garro will be on vacation and will not be at the February 11 meeting.
- Next regular meeting date: February 11, 2020 in the Training Room at 9:00 a.m.

### **ADJOURNMENT**

**Motion/second (Hess/Morris)** to adjourn at 9:28 a.m.

*Respectfully submitted,  
Kathy Ninneman, Committee Secretary*

## Green Lake County Libraries Activity Report for February 2020

**Berlin:** Although February is a short month, we have quite a few activities planned to keep everyone busy. We are also in the process of updating the Teen area, which I mentioned last month. Furniture should be arriving in the next couple of weeks, as well as some new bookshelves. Wanting to add a special touch, Friends of the Berlin Library has offered to purchase an area rug to make the Teen space even more appealing. We can't wait to see everything come together.

Another big project we are working on is reorganizing our children's picture books. Rather than using Dewey classification by the author of each book, we will be putting each book into a "neighborhood". Neighborhoods will allow books of the same subject to be next to each other. This new classification will make it easier for children and their parents to find books they are looking for. An example would be that all the truck books will be together. So, if a child is looking for truck books, they will find many to choose from. Previously, those books would have been scattered throughout our many shelves of picture books. We are excited for the child friendly environment we will be creating.

Programs for children this month include a Family Game night on February 17, and the creation of a new Lego Club on February 22. We are hosting another Teen Laser Tag on February 14, which has already filled up. We are also excited to bring Baby Sign Language to the Berlin Library, which will be incorporated into the Mommy & Me program.

Adult activities in February include Knitting club on Feb. 4 & 18, which now includes basic instructions, an adult craft night Feb. 4, Instant Pot Cooking Demo on February 10, and a program called Tips & Tricks for Organizing in 2020.

If you know any quilters, we are now accepting entry applications for our 5<sup>th</sup> Annual Quilt Show, which will be held March 16 to 28. The theme this year will be flowers, however, all quilts are welcome.

If you have a chance to stop in the Berlin Library, please make sure to say hello.

**Green Lake:** February is turning into a busy month at the Caestecker Library. Our Road to the Oscars film events are happening twice a week: on Tuesdays at 6 pm and Thursdays at 1 pm. We are showing *Harriet* the first week in February, *Ford v. Ferrari* the second week, *A Beautiful Day in the Neighborhood* the third, and *Knives Out* the fourth week. Our Thursday Morning Conversations community hour is making a return this month as well. On February 13 at 10 am we will welcome Green Lake mayoral candidate Ray Radis and on February 20<sup>th</sup> Mike Ratter will come share stories and answer questions about his time as the Police Chief. We also have regular LEGO Club for the kids at 3 pm on Mondays, Story Time on Tuesdays at 11 am, a new Stay & Play for caregivers and children (infants to preschool-aged) to enjoy unstructured playtime and the opportunity to make new friends at the library, and a Make and Take Dog Biscuits program on Sunday, February 23<sup>rd</sup> from 1:30-3:30 pm to celebrate International Dog Biscuit Day. We are also gearing up for the gardening season and our seed library will be starting soon. Find all the details and more at [greenlakelibrary.org](http://greenlakelibrary.org) or find us on Facebook.

**Kingston:** Mill Pond Public Library: We are continuing to have programs aimed at older adults in our newly remodeled reading room. This month on February 5<sup>th</sup> at 10 am you can come and learn how to keep your brain healthy and lower your dementia risk. Registered nurse Melanie Simpkins will be hosting a one hour educational session on Better Brain Health. She will be talking about common causes of dementia and other conditions that mimic dementia. Also what to look for in signs and symptoms. Find out what makes you more, or less, at risk. Did you know that **women** are more at risk of developing **dementia** than men? And that the symptoms they live with are more severe? You can learn about strategies to maintain a healthy brain (physical health, nutrition, mental stimulation, and social engagement). There will be handouts on the topic and a small gift will be available for participants at the end of the session.

On February 19<sup>th</sup> at 10 am, Katie Gellings, the Health & Well-Being Extension Educator of UW-Madison Division of Extension in Green Lake County will be doing a program on Cooking for 1 or 2. Sign up today for a healthier you!

**Markesan:** The Markesan Library has a month full of activities planned for February. Storytime will resume each Wednesday at 10:30 am. Children of any age, including infants, can enjoy stories, crafts and a snack. It's a great opportunity to learn, socialize and have fun!

Cabin Fever Game Night will be on Thursday, Feb. 6<sup>th</sup> from 5:30 – 7:00 p.m. A variety of games will be available, as well as coffee, cocoa and pizza.

The library is also partnering with local business Chris' Floral to fundraise and promote the library with Foxy Grams. For a minimum \$5 donation a member of the library staff, wearing a Winnie-the-Fox costume, will deliver a special valentine message and a candy flower to chosen recipients. All funds received will go toward funding library programs. For an additional \$5, people can upgrade the Foxy Gram with fresh flowers from Chris' Floral! (Delivery is limited to within 5 miles of Markesan).

The library is also partnering with Katie Gellings from UW-Extension for a Slow Cooker Class on Feb. 10<sup>th</sup> at 4:30 pm. Those who attend will learn how to use a slow cooker to create healthy meals.

Later in the month Markesan library will host Mardi Gras activities. Kids will be invited to make shoe box parade floats and masks. On Thursday, Feb. 20<sup>th</sup> there will be an all ages celebration, where floats will be voted on and games, crafts, and Mardi Gras themed food will be served.

Other items of interest at the library include our "Blind Date with a Book" display where patrons are invited to try something new and checkout a book wrapped to hide its title. We also purchased a new Keurig style coffee maker and are inviting patrons to enjoy hot beverages at the library. And we've updated the old section of the library with LED lighting. This update was made possible through donated funds and should save money in the long run with lower utility bills. The Markesan Library also got notice that we are going to receive a grant from the Webster Foundation to help fund 1,000 books before Kindergarten program.

**Princeton:** We have been very busy here! We hope to become even more busy this spring. Constant Contact has been a big help in getting the word out about our programs via email, and many have shown great interest. We had over 250 responses to our free paint night. In other news, I will be starting my first online course at UW Madison this month.

**2019 Library Statistics Are In:** We circulated 29,087 items in 2019, a drop of only a couple of thousand items from 2018-- impressive considering our closures and moves!

**Programming:** Recent programs included a Children's Acting Class provided by the Missoula Children's Theater, Paper Crafting Club, Pokémon Go Club, and book clubs. All were well-attended.

Upcoming programs include the aforementioned Paint Night, plus an Alcohol Inks Class, and Dementia simulation class for caregivers. We are working on a community art show for all ages.

**Finances:** The library building project looks to be wrapping up as projected. The library itself did not overspend its budget in 2019. We got a grant I applied for—up to \$5,000 for computers from Webster's grocery.

**Building Updates:** Exterior sign and interior signage designs/quotes are being worked on by building/fundraising committees. New computers have been delivered and were installed 1/8. A volunteer, Paul Trowbridge-Hahn, installed bulletin board strips 1/22. We are still working on moving data lines, hanging the crane statue, and doing other improvements.



**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
GREEN LAKE COUNTY

Katie Gellings  
Green Lake County  
Health & Well-Being Extension Educator  
January 2020

This report briefly describes the work that was completed within the Health & Well-Being Institute in January of 2020. During the reporting period, the educator made 89 direct educational and professional contacts.

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

#### *Taking Care of You, Farmers' Wives Group, Dalton*

I was asked to provide a stress management program for a group of farmers' wives that meet monthly in Dalton. In mid-January I taught a session of Taking Care of You for the group. Taking Care of You is a stress management program that focuses on mind, body, spirit and ways to increase overall health and wellness through managing stress. Unfortunately, a majority of the regular attendees were sick the day of the program so only two were in attendance. However, it was still beneficial to connect with this group and provide resources. I have also since connected them with other Green Lake County resources such as the Birth-to-3 program coordinator.

#### *Green Lake County Circuit Court Mandated Budgeting Lessons, Green Lake*

I met with Judge Slate to review our process and programs for the budgeting lessons that he mandates in court. Court participants are required to fulfill a least one money management workshop with me as an incentive to possibly reduce fine amounts. If workshop requirements are not fulfilled, Judge Slate orders jail time for that individual. This month I met with 2 individuals that completed 3 total workshops on budgeting and credit & debt.

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

I made 56 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.

#### *Money Smart Week Panel Webinar*

I served on a panel for a Money Smart Week webinar in which I was able to share what we do here in Green Lake County for Money Smart Week. Often times we hear from larger, urban counties on webinars sharing these topics, so it was wonderful to be able to showcase what a smaller, rural county does successfully.



#### *Peer Mentor Cohort Meeting, Madison*

At the end of January, I attended a two-day Peer Mentor Cohort training in Madison. The training focused on the new peer mentor program and how I can serve as a successful mentor to colleagues. We learned about the new processes in Madison for Extension, as well as what the new colleagues learn about at new colleague orientation. As this has all changed since I started in Extension 5.5 years ago, it was a great training. I learned many things from it that I can utilize in my duties as a peer mentor and within my position in Green Lake County.

### **Out of County Days**

- 3 Out of county days for January (Dollars During Development Workgroup meeting, Fond du Lac – ½ day, Money Smart Week Webinar (panelist), Fond du Lac – ½ day, Peer Mentor Onboarding, Madison – 2)
- 2 Out of county days planned for February (Dollars During Development Workgroup meeting, Rosendale – ½ day, Governor's Financial Literacy Award Banquet, Madison – ½ day, Healthy Eating and Active Living Program Planning Meeting\*, Madison – 1)

\* Travel expenses are covered by Extension



**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
GREEN LAKE COUNTY



Morgan Martinez  
Green Lake County  
4-H Program Coordinator  
January 2020

This report briefly describes the work that was completed within the 4-H Program in January 2020. During the reporting period, the program coordinator made 92 direct educational and professional contacts.

## **Program Highlights**

### ***Annual 4-H Volunteer Leader Training***

On January 9, 2020 I facilitated Annual 4-H Volunteer Leader Training to fifteen 4-H volunteers. Volunteers request and require ongoing training to be effective in their roles. Research documents volunteers stay with an organization when receive the ongoing training and support they need. 4-H Youth Development programs rely on volunteers to deliver high quality educational programs to youth. They are the primary delivery model. Making sure that volunteers are prepared and equipped with the knowledge, skills and resources to do their best ensures that youth are getting what they need and deserve. It is win for volunteer retention and for youth! The Annual 4-H Volunteer Leader Training is required for a representative from each 4-H club as part of the charter and renewal process.

- **Outcome:** Adult and youth volunteers will be confident and well equipped with essential tools, resources and knowledge to teach and lead 4-H clubs and activities that strengthen the youth development experience. Volunteers will recognize the importance of engaging youth/adult partnerships in developing strong 4-H clubs and experiences.
- **Goal:** Provide high quality, consistent educational instruction to 4-H youth and adult volunteers across Wisconsin to strengthen 4-H clubs and increase the quality of the 4-H club experience for youth.

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

Organized at the county level, the 4-H Leaders' Association works closely with the 4-H Program Coordinator. The organization 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 4-H Leaders' Association meeting on Thursday, January 9, 2020. The meeting covered a variety of topics including revising the current 4-H Youth Sponsorship Program.

### ***4-H Volunteer in Preparation Training***

The primary purpose of Volunteer in Preparation Training is to ensure the safety and well-being of all participants. The Wisconsin 4-H Youth Development Youth Protection program process includes:

- Completion of the Volunteer Application Form
- Online Mandatory Reporter Training for Volunteers
- Participation in a volunteer orientation session
- Background records check for arrest and conviction records

In January we welcomed two new Green Lake County 4-H Volunteers: Julia Manor (Manestream 4-H Club) and Matt Austin (Grand River Workers 4-H Club)!

### ***4-H Afterschool***

On Monday, January 13, 2020 I facilitated 4-H Afterschool at the Boys & Girls Club of the Tri-County Area in Berlin. Six youth participated in this program where we explored the 4-H project area of arts and crafts. Youth learned a new skill of how to make projects using household items, explored their sense of creativity, and shared their ideas with others. Opportunities for mastery were supported through building of knowledge, skills, and attitude as well as inclusive environments were maintained to create a sense of belonging, encouraging and supporting youth with positive, specific feedback.



**BOYS & GIRLS CLUB**  
OF THE TRI-COUNTY AREA

### **4-H Archery Project**

Green Lake County 4-H Archery Project Orientation took place on Saturday, January 11, 2020 at Montello Bow Benders and on Thursday, January 16, 2020 at Berlin Conservation Club. I attended the Orientation on January 11, 2020. During the orientation members viewed the safety video, completed all necessary forms, reviewed the 2019-20 calendar of events and received first session of archery project instruction from certified archery project leaders.



### **Horse Council**

I attended the Green Lake County 4-H Horse Council meeting which was held on Monday, January 13, 2020 at the GLC Government Center. At this meeting 4-H Horse Council members and volunteer learned about equine nutrition basics from Bre Moderow, Animal House Feed Company in Ripon.



### **Livestock Council**

I attended the Green Lake County Livestock Council meeting on Tuesday, January 14, 2020 at the GLC Government Center where several topics were discussed including the need to purchase a new animal scale and facilitated discussion on the differences between being a chartered 4-H entity and the possibility of becoming a 501(3)(c) independent non-profit organization. Katie Sepnieski, Wisconsin 4-H Assistant Program Manager, attended this meeting via video chat to provide 4-H programming support.

### **4-H Club Teamwork Program**

I visited the Fox River Patriots 4-H Club Meeting on Sunday, January 19, 2020 in Princeton. As part of their club meeting, I facilitated a program focusing on the development of teamwork skills with 4-H young people. Throughout the program young people had to complete a series of relatively simple tasks, with challenges built in, independently and then when working with a partner. Throughout these tasks young people strengthened skills in teamwork, communication, respecting differences, and problem solving to achieve a goal.

### **Duct Tape Workshop**

On January 22 I facilitated a Duct Tape Workshop for youth grades 3 and older. Six youth participated in this workshop held in the Training Room. I lead instruction in exploring the 4-H arts and crafts project area with a focus on duct tape. Youth learned a new skill of how to make projects using only duct tape, explored their sense of creativity, and shared their ideas with others.

- **Mastery:** Youth feel and believe they are capable, and experience success at solving problems and meeting challenges to develop their self-confidence.
  - 50% of youth reported they feel confident in taking the skills learned and sharing it with others at a 4-H club meeting or event.
  - 100% of youth reported they feel confident in taking the skills learned and sharing it at home with family or friends.



### **Out of County Days**

- 2 Out of county days for January
  - Extension New Colleague Onboarding\*, Stevens Point, January 14-15
- 1 Out of county day planned for February
  - Area 14 4-H Program Planning, Montello, February 12

\* Travel expenses are covered by Extension