

**IRON COUNTY EXTENSION EDUCATION COMMITTEE MEETING**  
**Iron County Courthouse, Hurley Wisconsin 54534**  
**Monday, May 13, 2024**

**Approved: 8/12/2024**

**Call to Order:** Meeting called to order at 2:00 p.m. by County Board Chair, Larry Youngs.

**Roll Call:** Roll call was taken by Rebecca Holm. Committee members present: William Thomas, Roxanne Lutgen, Jamey Francis, Doug Swartz. Also in attendance: Neil Klemme, Deborah Leonard, Mary Pardee, Joseph Miller, Bruce Spangenberg, County Board, Chair Larry Youngs. Stephanie Bakker attended the meeting via Zoom.

**Acknowledge proper meeting posting:** Holm acknowledged proper meeting posting.

**Committee Reorganization:**

- a) **Election of Chair** – Youngs entertained nominations for position of Committee Chair. Francis nominated Lutgen. Youngs called three times for any other nominations. No other nominations were made. Francis moved to close nominations and cast a unanimous ballot for Lutgen, seconded by Thomas. Motion carried unanimously.
- b) **Election of Vice Chair** – Lutgen entertained nominations for the position of Committee Vice Chair. Francis nominated Thomas. Lutgen called three times for any other nominations. No other nominations were made. Francis moved to close nominations and cast a unanimous ballot for Thomas. Motion carried unanimously.

**Motion to approve meeting minutes for January 18, 2024:** Thomas moved to approve minutes for January 18, 2024, seconded by Francis. Motion carried unanimously.

**Motion to approve financial reports:** Committee members received **Extension and 4-H and Youth Clubs** financial reports through April 30, 2024. Mary Pardee shared Extension's contribution to the Phase 1 budget deficit cost savings. Thomas moved to approve financial reports for Extension, seconded by Francis. Motion carried unanimously. Thomas moved to approve financial reports for 4-H and Youth Programs, seconded by Swartz. Motion carried unanimously.

**Motion to approve the 2023 Annual Report to the Iron County Board of Supervisors:** Committee members received copies of the 2023 annual report in their committee packets. Thomas moved to approve the 2023 Annual Report to the Iron County Board of Supervisors, seconded by Francis. Motion carried unanimously.

**Public Comment:** Youngs asked how the Iron County ActionTrack Chair rentals have been. Klemme shared with the new committee members that the chair is available for community use and can be checked out via the Extension Iron County website. He also shared that the chair was reserved for much of the summer in 2023 and that reservations are starting to come in for the summer.

**Area Extension Director Report:** Pardee reported on the following:

- County/Extension partnership presentation for new committee members

- The presentation shared how the County/Extension partnership works and the benefit it has on the Iron County Community.
- Pardee provided copies of the 2024 136 Contract to explain to new committee members what the annual contract includes, as well as copies of the County Partnership Guidance document. Committee members were invited to review and provide feedback into the guidance document prior to the end of June.
- Youngs asked Pardee if she would be willing to present this same information at an upcoming Iron County Board Meeting, as he thought it would be beneficial for other members of the board to hear and understand the way the Extension/County partnership works. Pardee agreed and will reach out to Clerk, Christian Brandt.
- Holm also suggested that since the Extension committee only meets quarterly, Extension could provide a monthly report to be included in the county board packets.

**Educator Reports:** Written reports were included in the meeting packet.

**4-H Youth Development:** Klemme reported on the following:

- Iron County Summer Youth Camp, July 23-26
  - 32 camp staff members
  - 47 out of 60 campers are enrolled so far.
- Iron County Outpost Camp, July 9-12
  - 15 campers are enrolled so far. Klemme will possibly be opening enrollment up to the 6 youth on the waiting list.
  - Challenge activity will include a day hiking trip.
- 4-H Day Camps, late June
  - Chopped! 4-H Day Camp
  - Fixer Upper – Boat Edition
  - Babysitter Training in late August
- Shared Iron County Thriving Survey results
- 4-H project meetings
- 2022-23 4HOnline infographic
- Iron County Youth Leadership Council

**Community Development:** Miller reported on the following:

- Working on a Rural Entrepreneurship Bootcamp program to be offered in the fall.
- Broadband
  - Attended BEAD Funding Regional Broadband Workshop
  - Attended two broadband committee meetings.
- Facilitated Mercer Comprehensive Plan input meeting.
  - Will be providing a facilitation analysis that will be shared with the Mercer Planning Commission.
- Planning a Military and Veterans Ball, November 2024
- Volunteered at the Iron County Mobile Food Pantry, monthly.
- 4-week computer skills class in partnership with the Hurley Library
- WI Rural Economic Summit
- Earth Day

- Attended Mercer School Forest Earth Day event and Mercer Public Library Earth Day Fair.
- Created and launched the Community Coffee Connection blog.
- Professional Development
  - Area 1 meeting at Lake Superior Estuarium
  - Foundations of Extension

**Horticulture:** Spangenberg reported on the following:

- Answered individual gardening questions.
  - Office calls and face-to-face totaling 21
  - 8 soil samples were submitted for testing.
- Northwood Yard & Garden column
  - Continues to submit the column to local newspapers, on the Extension website, and social media pages.
- Appeared on Garden Talk statewide Wisconsin Public Radio call-in show.
- Taught Spring 2024 Horticulture Seminars, which were offered in both Hurley and Mercer.
  - Planning a Successful Vegetable Garden
  - Ornamental Grasses for Northwoods Landscapes
  - Keeping Your Trees Healthy
  - 54 participants attended the in-person seminars.
- Met with the Range Master Gardener Volunteer Association to give an update on Iron County Extension Horticulture and discussed upcoming activities.
- Answered gardening questions (via Zoom) from the virtual Strongbodies class that Bakker helps facilitate.
- Developed identification key to native and common non-native conifers found in Iron County areas, which was used as a hands-on activity at the following events:
  - Mercer Public Library Earth Day Fair.
    - 120 people attended the event.
  - Woods & Blooms Garden Club
    - 22 club members participated.
- Silver Street Planting, May 29
- Montreal Planting, May 30

**FoodWise:** Leonard and Bakker reported on the following:

- Finishing up Hurley and Mercer Schools and Hurley Head Start nutrition education programming
- Hurley School Garden
  - The FoodWise team plans to do programming with the Hurley School Kids Club summer school program next month.
- Bakker spent time connecting Iron County Food Pantries to Wisconsin Local Food Purchase Assistance (WI LFPA) Program.
- Professional Development
  - Leonard attended the Area 1 meeting at Lake Superior Estuarium in Superior
  - Bakker attended the Tribal Public Health Conference in Tulsa, OK
  - Leonard and Bakker will be hosting their next state-wide Tribal Nutrition Educators Group meeting in Red Cliff, WI in June.

- Will be participating in the upcoming Across the Borders Senior Education Walk
- FoodWise newsletter
- Strongbodies Virtual Strength Training
- Shared that Ashland/Bayfield/Iron County FoodWise is accepting applications for their open educator position, which will be housed in Ashland County.

**Support Staff:** Holm reported on the following:

- 2024 Epsilon Sigma Phi Meritorious Support Service Award recipient
  - Holm received this same award in 2018.
- 4-H program support
  - Coordinated enrollment, documentation, promotion, marketing, finances, and equipment checkout of 4-H winter/spring programming.
    - SET XC Ski Club
      - 37 sets of equipment were checked out to members for the 2024 season.
    - Iron County Summer Youth Camp
    - 4-H Day Camps
- Social media and website updates
  - Shared insights from Extension, Iron County 4-H and Iron County Courthouse Facebook pages (January 18-April 29)
  - Designed and shared courthouse announcements from other offices on county Facebook page, this includes requests from the Iron County Highway Department, Zoning, and spring election results.
  - Granted access to Iron County website to assist IT with adding agendas and making updates to the website.
- Graphic design work
  - FoodWise newsletter
  - Northwoods Yard & Garden
  - Summer program announcements
- Planned an Iron County Courthouse Chili Cook Off in partnership with FoodWise during the WI Chili Lunch event.
- Iron County Mobile Food Pantry
  - Enrolled 20 new clients into the system since January 2024
  - 204 families (308 individuals) participated in the April distribution.
- Assisted 3 clients with submissions of 8 soil samples to the UW-Madison Soil & Forage Laboratory.
- Designed an office brochure that educators can bring to events and programs.
- 4-H project meetings
  - Holm led a pyrography (woodburning) 4-H project meeting in March 2024.

**Schedule next Extension Education Committee meeting:** Next Extension Education Committee meeting will be taking place at the Iron County Summer Youth Camp program (Trails End Youth Camp in Bruce, WI) on Thursday, July 25, 2024, at 10:30 am.

**Adjourn:** Lutgen adjourned at 4:15 p.m.