

Meeting Agenda

Cheyenne, Kimball, and Banner Counties
Extension Board

Executive Committee

Date: **Tuesday, November 5, 2024**
Location: **Zoom** (see below)
Time: **7:00 p.m.**

1. Call meeting to order
2. Consent Agenda (approval of bills/claims)
Information is to be sent to members prior to the meeting. Approval of consent agenda authorizes payment of bills and claims.
ACTION ITEM: Approve consent agenda.
3. Issues and concerns (no formal action is authorized without full Board approval)
4. Engagement Zone Coordinator and Staff Updates
5. Lead Educator Updates - Kimball-Banner Co. (Aaron Berger), Cheyenne Co. (Jamie Bright)
6. Adjourn

Meeting Schedule

Tuesday, November 5, 2024	7:00 p.m.	Conference Call/Zoom Meeting with Executive Committee
Tuesday, December 3, 2024	7:00 p.m.	Conference Call/Zoom Meeting with Executive Committee
Tuesday, January 7, 2025	7:00 p.m.	Annual Extension Board Organization Meeting

Zoom Connection:

Aaron Berger is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://unl.zoom.us/j/99502747661>

Meeting ID: 995 0274 7661

One tap mobile

+17193594580,,99502747661# US

+16699006833,,99502747661# US (San Jose)

October 2024 Cheyenne County

Code #	Item	2024-2025 Budget	Spent This Month	Total Spent to Date	Unspent Balance
Personnel					
1 0305	Office Manager	\$ 37,000.00	\$ -	\$ 8,400.00	\$ 28,600.00
1 0405	Fair Intern	\$ 1,000.00	\$ -	\$ 903.50	\$ 96.50
1 0410	4H Assistant	\$ 20,280.00	\$ 3,900.00	\$ 8,580.00	\$ 11,700.00
1 0500	Overtime	\$ 1,000.00	\$ -	\$ 393.75	\$ 606.25
1 0810	Cash In Lieu	\$ 6,000.00	\$ -	\$ 1,250.00	\$ 4,750.00
1 1300	Longevity Pay	\$ -	\$ -	\$ -	\$ -
Total Personnel		\$ 65,280.00	\$ 3,900.00	\$ 19,527.25	\$ 45,752.75
Operating Expenses					
				\$ -	
2 0100	Postal Service	\$ 500.00	\$ -	\$ 165.00	\$ 335.00
2 0200	Telephone Service	\$ 3,300.00	\$ 284.76	\$ 1,161.73	\$ 2,138.27
2 0205	Internet	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00
2 1704	Staff Mileage Allowance	\$ 10,500.00	\$ 532.31	\$ 2,630.63	\$ 7,869.37
2 1751	Pubs & Subscriptions	\$ 150.00	\$ -	\$ 50.00	\$ 100.00
2 1771	Training	\$ 200.00	\$ -	\$ -	\$ 200.00
Total Operating Expense		\$ 15,850.00	\$ 817.07	\$ 4,007.36	\$ 11,842.64
Supplies					
3 0101	Office Supplies	\$ 2,500.00	\$ 241.45	\$ 957.29	\$ 1,542.71
Total Supplies		\$ 2,500.00	\$ 241.45	\$ 957.29	\$ 1,542.71
Equipment Rental					
4 0200	Equipment-Office	\$ 5,400.00	\$ 729.68	\$ 1,447.54	\$ 3,952.46
Total Equipment Rental		\$ 5,400.00	\$ 729.68	\$ 1,447.54	\$ 3,952.46
Capital Outlay					
5 0502	Data Processing Equip	\$ 3,000.00	\$ -	\$ 499.50	\$ 2,500.50
Total Capital Outlay		\$ 3,000.00	\$ -	\$ 499.50	\$ 2,500.50
Total Expenditures		\$ 92,030.00	\$ 5,688.20	\$ 26,438.94	\$ 65,591.06

University of Nebraska - Lincoln Extension: Cheyenne County October 2024

Category	Payment To	Description	Amount	Sub Totals
Salaries				
	1-0305 Office Manager	Wages		
	1-0405 Part Time Salary- Fair Intern	Wages	\$ -	
	1-0410 Extension Assistant	Wages	\$ 3,900.00	
	1-0500 Overtime		\$ -	
	1-0810 Cash In Lieu			
	1-1300 Longevity Pay		\$ -	
				\$ 3,900.00
 Postal Services: 2-0100				
				\$ -
 Telephone Services: 2-0200				
	Century Link	Monthly Bill	\$ 284.76	
				\$ 284.76
 Internet: 2-0205				
				\$ -
 Staff Mileage Allowance: 2-1704				
	Linda Jeffers	Expenses	\$ 183.92	
	Victoria Edwards	Expenses	\$ -	
	Jamie Bright	Expenses	\$ 247.90	
	Sara Nelson	Expenses	\$ 100.49	
				\$532.31
 Dues, Publications & Subscriptions: 2-1751				
	Sidney Sun-Telegraph			\$ -
 Training: 2-1771				
				\$ -
 Office Supplies: 3-0101				
	Culligan	Water & Water Cooler	\$ 26.95	
	Rixstine Recognition	Clothing	\$ 214.50	
				\$ 241.45
 Equipment - Office: 4-0200				
	Hometown Leasing	Monthly lease	\$ 729.68	
				\$ 729.68

\$ 729.68

Data Processing Equipment/Supplies: 5-0502
ShoWorks Upgrade

\$ -

Total Spent This Month

\$ 5,688.20

October 2024 Kimball-Banner Counties

Code #	Item	2024-2025	Spent-Joint	Year to	Unspent Balance
		Kimball/Banner Joint Budget	Kimball/Banner This Month	Date Spent	Kimball/Banner Joint Budget
Personnel					
1 0305	Full-Time Salaries - Clerical	\$ 36,500.00	\$ 2,808.00	\$ 12,042.00	\$ 24,458.00
1-0405	Part-Time Salaries - Clerical	\$ 2,500.00	\$ 112.00	\$ 455.00	\$ 2,045.00
1 0500	Overtime	\$ -	\$ -	\$ -	\$ -
1-0803	Group Health	\$ -	\$ -	\$ -	\$ -
1-0900	Retirement	\$ 2,480.00	\$ 189.54	\$ 820.40	\$ 1,659.60
1-1000	Social Security	\$ 2,970.00	\$ 223.39	\$ 956.04	\$ 2,013.96
1-1300	4-H Assistant - Cost Share		\$ -	\$ -	\$ -
Total Personnel		\$ 44,450.00	\$ 3,332.93	\$ 14,273.44	\$ 30,176.56
Operating Expenses					
2 0100	Postal Service	\$ 100.00	\$ -	\$ -	\$ 100.00
2 0200	Telephone Service	\$ 2,600.00	\$ 200.66	\$ 814.97	\$ 1,785.03
2-1101	Internet	\$ 1,700.00	\$ 131.93	\$ 527.72	\$ 1,172.28
2-1012	Printing and Publishing	\$ -	\$ -	\$ -	\$ -
2 1704	Educators Travel-Mileage	\$ 6,500.00	\$ 2,042.84	\$ 3,370.48	\$ 3,129.52
2 1751	Dues,Subscr,Registr & Training	\$ 300.00	\$ -	\$ 115.00	\$ 185.00
Total Operating Expense		\$ 11,200.00	\$ 2,375.43	\$ 4,828.17	\$ 6,371.83
Supplies					
3 0101	Supplies	\$ 2,000.00	\$ 68.38	\$ 334.25	\$ 1,665.75
Total Supplies		\$ 2,000.00	\$ 68.38	\$ 334.25	\$ 1,665.75
Equipment Rental					
4 0200	Equipment Rental	\$ 2,350.00	\$ 177.98	\$ 711.95	\$ 1,638.05
Total Equipment Rental		\$ 2,350.00	\$ 177.98	\$ 711.95	\$ 1,638.05
Capital Outlay					
5-0500	Equipment	\$ 700.00	\$ -	\$ -	\$ 700.00
5-0502	Data Processing Equip	\$ 2,800.00	\$ -	\$ -	\$ 2,800.00
Total Capital Outlay		\$ 3,500.00	\$ -	\$ -	\$ 3,500.00
Total Expenditures		\$ 63,500.00	\$ 5,954.72	\$ 20,147.81	\$ 43,352.19

Kimball & Banner Counties

October 2024

Category	Payment To	Description	Kimball	Banner	Total
Salaries	1-0305 Office Manager		\$ 1,872.00	\$ 936.00	\$ 2,808.00
	1-0405 Part Time Salary		\$ 74.67	\$ 37.33	\$ 112.00
	1-0500 Overtime - Office Manager		\$ -	\$ -	\$ -
	1-0803 Group Health		\$ -	\$ -	\$ -
	1-0900 Retirement		\$ 126.36	\$ 63.18	\$ 189.54
	1-1000 Social Security		\$ 148.93	\$ 74.46	\$ 223.39
	1-1300 Extension Assistant		\$ -	\$ -	\$ -
			<u>\$ 2,221.95</u>	<u>\$ 1,110.98</u>	<u>\$ 3,332.93</u>
Postal Services: 2-0100					
	Postage		\$ -	\$ -	\$ -
Telephone Services: 2-0200					
	Century Link	Monthly Telephone	\$ 133.77	\$ 66.89	\$ 200.66
			<u>\$ 133.77</u>	<u>\$ 66.89</u>	<u>\$ 200.66</u>
Computer Tech Support: 2-1101					
	Internet-UNL (Lumen)		\$ 87.95	\$ 43.98	\$ 131.93
			<u>\$ 87.95</u>	<u>\$ 43.98</u>	<u>\$ 131.93</u>
Printing and Publishing: 2-1012					
	Western Nebraska Observer		\$ -	\$ -	\$ -
	Star Herald		\$ -	\$ -	\$ -
	Sidney Sun Telegraph		\$ -	\$ -	\$ -
			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Educators Travel - Mileage: 2-1704					
	Aaron Berger		\$ -	\$ -	\$ -
	Karen DeBoer		\$ -	\$ -	\$ -
	Jennifer Coleman		\$ 1,361.90	\$ 680.94	\$ 2,042.84
	Lynn McKinney		\$ -	\$ -	\$ -
	University of Nebraska-Lincoln		\$ -	\$ -	\$ -
	Nathan Rice		\$ -	\$ -	\$ -
	Hotel		\$ -	\$ -	\$ -
			<u>\$ 1,361.90</u>	<u>\$ 680.94</u>	<u>\$ 2,042.84</u>
Board Dues 2-1751					
	NACEB Dues		\$ -	\$ -	\$ -
	Conference Dues		\$ -	\$ -	\$ -
	Western Nebraska Observer	Yearly Subscription	\$ -	\$ -	\$ -
			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Supplies: 3-0101					
	Misc		\$ -	\$ -	\$ -
	Money Wise		\$ -	\$ -	\$ -
	Jennifer Coleman	Office Supplies	\$ -	\$ -	\$ -
	Nathan	Office Supplies	\$ -	\$ -	\$ -
	Connecting Point	Color copies	\$ 45.59	\$ 22.79	\$ 68.38
			<u>\$ 45.59</u>	<u>\$ 22.79</u>	<u>\$ 68.38</u>
Equipment Rental: 4-0200					
	Connecting Point	Maintenance Agreement	\$ 28.67	\$ 14.33	\$ 43.00
	Great American Leasing	Copier Rental	\$ 89.99	\$ 44.99	\$ 134.98
			<u>\$ 118.65</u>	<u>\$ 59.33</u>	<u>\$ 177.98</u>
Equipment: 5-0500					
	Jennifer Coleman		\$ -	\$ -	\$ -
	Nathan Rice		\$ -	\$ -	\$ -
	University of Nebraska-Lincoln		\$ -	\$ -	\$ -
			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Data Processing Equipment: 5-0502					
	University of Nebraska-Lincoln		\$ -	\$ -	\$ -
			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Spent This Month			<u>\$ 3,969.82</u>	<u>\$ 1,984.90</u>	<u>\$ 5,954.72</u>

