

**Larimer County Extension Advisory Committee Minutes
March 6, 2019**

Members present: Regan Thomas, Irene Romsa, Ronda Koski, Susan Bonsall, Maia Potts, Sue Ballou, Pam Harrold, Kerri Rollins, Fred McClanahan, Jr., Kathy Mason, and Emily Alligood.

Excused: Harry Love, Matt Halloran

The meeting was called to order at 8:00 a.m.

Introductions were made and the minutes of the January 2 meeting were approved.

EXTENSION ADVISORY BOARD – MEMBERS AND RECRUITMENT!

* Applications due 4/21/19, please help spread the word!

HIGHLIGHTS OF EXTENSION PROGRAMS

4-H: Livestock Agent position to be posted soon, hiring a 4-H student hourly assistant

Horticulture: The 2019 Master Gardener training will wrap up with orientation on Friday, April 12. There are 10 new Apprentices and one transfer from Seattle, WA.

Food & Nutrition: Certified Food Protection Manager exams are popular and being offered almost every week!

Ag & Natural Resources: Radon – received a grant from Colorado Department of Public Health & Environment for radon programming in 2019 and to provide free test kits to participants. Held six programs for homeowners and two for day care facilities. Educated 198 homeowners/day care facility employees to date.

Community Development: FLTI class launched in January, FLTI partnerships and funding are also looking good!

* Senior Access Points is building on its urban outreach while expanding into rural areas. Let us know if your organization, club, HOA, etc. would benefit from a presentation about accessing local aging-related resources. Refer people to our website: LarimerSeniors.org. We have magnets and rack cards that you can share.

STAFF PRESENTATION

Emily Alligood gave a report on the upcoming Farmers' Market and the Larimer County Fair Open Class.

Farmers' Market Overview

2019 Market Season

May 18 - October 26

Market hours will be Saturdays, 9am to 1pm

Current Status

- Accepting vendor applications
- Scheduling special events

Next Steps

- Accepting and scheduling vendors
- Securing community groups
- Securing additional sponsorship/grants

Market Updates

- Our website has a new look.
- We will continue to offer SNAP and the Double Up Food Bucks Program (DUFEB).
- We are part of a pilot program through Livewell Colorado to find new ways to market DUFEB.
- Our sales goal for 2019 is \$761,000, which is a 5% increase.
- Our DUFEB sales goal is \$6,974, which is also a 5% increase.

Vendors

- 67 vendor applications received
- 22 vendors who have never applied to LCFM
- 52% selling Fresh Produce/Value-Added Products Only
- 37% selling Craft Products/Ready-to-Eat Foods Only
- 11% selling Both product types
- \$2,500 collected in application fees

Special Events

- \$2,000 in sponsorship secured (Renewal by Andersen)
- 18 musicians scheduled
- Monthly yoga scheduled
- Monthly Read & Seed program scheduled
- Returning events: Opening Day Armed Forces Celebration, Knit in Public Day, Produce Party, Coloring Contest, Produce Drive, The Market's Going to the Dogs, Fall Festival, Cooking Demos, Science Saturdays

New in 2019

- Health & Wellness Days to promote Extension-- July 13 and October 5
- Collaboration with EFNEP to provide tours and information to SNAP customers
- Guest Instagram for the Farmers Market Coalition
- Bike Day, Back-to-School, more Open Class Sign-Up Days
- Additional activities for children and seniors

Big Needs

- Additional sponsors
- Marketing to reach the following communities:
 - Seniors
 - Low-income individuals and families
 - Newcomers
- Facility support -- Trash and recycling

County Fair Open Class Overview

Open Class Dates

- July 29 - August 7

Current Status

- Securing and meeting with superintendents
- Seeking volunteers
- Submitting department changes
- Experimenting with FairEntry

Next Steps

- Finding judges
- Replacing missing or expired sponsorships
- Finding volunteers and building coordinators
- Contacting and scheduling groups for the Action Exhibits

Accomplishments

- 2 Departments needed a new superintendent: Baked Products and Quilting
- Getting feedback from superintendents
- Adding classes to accommodate more woodworking projects
- Starting to work on marketing plans
- Condensing departments
- Creating succession plans for superintendents

Our Biggest Needs

- Mission reevaluation
- Volunteer program to support Open Class
- Community Support: Sponsors, promotion, volunteers, etc.
- How do we make Open Class relevant and sustainable?

EXTENSION SHOWCASE FEEDBACK

- Possibly change the day of the week to attract more legislators
- Plan seating detail – who sits where
- Does December work or hold it prior to elections
- What is the purpose and what are we hoping for the outcome
- More staff give presentations
- Information on how the programs and the results are connecting
- Develop goals of showcase – what works.
- Dessert table ... let folks choose.

COMMUNITY ASSESSMENT

- Purpose to discover wants, needs and awareness of Extension
- Partnering with IRISS (Institute for Research in the Social Sciences) at CSU and a senior level sociology class
- Information is available from Community Assessment on Google Drive
- May 14 – Kerri and Kathy invited the Extension Advisory to the culminating event of the sociology class, who will share their findings at 6:00pm at the Larimer County Courthouse
- Irene Romsa said the City of Fort Collins is great with Community Assessments. Spanish speaking communities become involved too.
- It was suggested to contact groups for their community resources, i.e. Waverly, Buckeye, etc.

BY-LAWS

- An updated set of Larimer County Extension Advisory Committee By-Laws were reviewed once more before the final adoption on May 1st.

EXTENSION BUDGET

- The Larimer County Extension budget for 2019, along with budget actuals from prior years was shared and discussed with Extension Advisory members.

The meeting was adjourned at 10:00am.

The next meeting is scheduled for May 1 from 8– 10am at the Larimer County Extension Office.

Submitted by Fred McClanahan, Jr.