



CSU Extension Boulder County
Advisory Board Meeting Minutes
September 3, 2024

Meeting called to order at 5:30 PM via Zoom.

Board Members:

Present: Hallie Adams, Rob Alexander, Nick Cappello, Mary Mulry, Jay Ruggeri and Kirsten Ruiz

Absent: Donna Becker and Rich O'Keefe Quorum present? Yes

Boulder County Extension Staff:

Eric Hammond and Dena H were in attendance.

Approval of Agenda:

Agenda of the Extension Advisory Board was presented, Kirsten motioned to approve, Hallie second; all were in favor.

Approval of Minutes:

Motion: Kirsten motioned that the June 12, 2024, minutes of the Extension Advisory Board be approved as presented, Hallie seconded that motion; all were in favor.

Extension Advisory Board Updates:

- A. Welcome Eric Hammond as Boulder County CSU Extension Director. Round of introductions were made.
- B. Election of new chair. The chair organizes the agenda and leads the advisory board meetings. A formal call to nominate yourself/individuals to help in that role was made by Eric. Jay nominated Rob, Rob respectfully declined at the moment but will think about it. Please reach out to Eric if interested in serving in this role.

Director's Update:

Current CSU and County staffing

- Vacant Commercial Horticulture position will now be titled Sustainable Landscapes Specialist. Eric has started working on job description and soon will start the search to fill.

Extension program updates

- Horticulture team is starting Master Gardener recruiting. Tommy is finishing up new Plant Mobile Program, giving away over 10,000 plant seedlings this summer connecting with audiences previously not reached.

- Community Health youth development is reaching historically underserved audiences with outdoor education programming. Working with other specialists in the front range, Emma ran a summer camp focused on well-being including outdoor and environmental education, mindfulness, and self-care programming. She will also be attending/presenting at Colorado Open Space Alliance (COSA) on Healthy by Nature: CSU Extension's Role in Bridging Health, Nature and Community.
- 4-H Boulder County Fair and State Fair had a successful year. Staff is preparing for Appreciation dinner for 4-H members.
- Agriculture Specialist is still learning his position and Eric will continue to provide guidance and support.
- Small Acreage Management, Lyndsay and Eric have done some site visits for homeowners of the Stone Canyon Fire on managing properties as they start to recover. Supports the need to have pre/post fire resources in Horticulture/Natural Resources portfolio going forward.

Open Discussion:

A. Update By-Laws.

- Action: Please review and make suggestions of changes at next meeting, if needed.
- Dena will send out current by-laws.

B. Determine goals for the Board with align with Extension and Boulder County Commissioners priorities.

- [2024-2026 Boulder County Commissioners' Strategic Priorities](#): Economic Security and Social Stability, Climate Action and Environmental Stewardship, and Good Governance.
- Review document created June 2021 by the advisory board, [roles and responsibilities](#).
- Discussions around how effective the board can be, how does the board get involved beyond the quarterly meetings, how is the board meeting the needs/goals of the Extension staff and County Commissioners, what is the boards' function, how to advise and inform the commissioners, and advocate for staff, how to strengthen engagement with community partners/members, how to be more informed with the needs of Extension staff, how can the board be a resource for staff, how can the board be more aware of Extension and its issue to better represent to stakeholders/community members, what are the gaps of getting information to the community, how can we improve communications and add value to the commissioners, how to advise Extension staff on the publics' interests around certain topics and advise staff on how to approach such topics.
- Action: Eric will invite staff to Extension Advisory Board quarterly meetings on a rotating schedule to have conversations with board members. Eric will work on the format of what the conversation between staff and board members may look like.
- Action: Eric will look into the possibility of having a designated county commissioner or delegated staff member assigned to extension. They would be invited to quarterly meetings, maybe to some of the staff meetings. The thought would be that they would be kept in the loop a little more.
- Action: Board members to complete: board effectiveness (strengths, weaknesses, thoughts for strategies moving forward to improve effectiveness/worth). Please use google doc to record your feedback sent via email and located in Teams.
- Action: Eric will put together a small document talking about structure of county meetings, activities that other county committees do, standardizing between counties. Colorado State University highly suggests an Extension Advisory Board committee for every county extension program.

C. Extension Staff Appreciation Social

- October 8, 2024, 4-5:30pm. Sign up for potluck in Teams.

D. CSU Spur Campus Tour with BOCC and Front Range Leadership

- September 4, 2024.
- This will include Boulder County Commissioners, Parks and Open Space Management team.

E. December Board Meeting

- Dena will create a doodle poll for this meeting.

Old Business:

None

The meeting adjourned

Minutes prepared by Dena.