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**WASHINGTON COUNTY  
EDUCATION AND CULTURE COMMITTEE**

Old Courthouse Museum  
West Bend, WI

November 1, 2011  
2:00 p.m.

Present: Marilyn H. Merten, Michael C. Bassill, Kenneth Brandt, Raymond W. Heidtke, and Lee Krueger.

Also Present: Finance Director Susan M. Haag, County Board Chairperson Herbert J. Tennes, County Attorney Kim Nass, 4-H Youth Development Educator/Department Head Kandi O'Neil, Historical Society Executive Director Patricia Lutz, Fair Park Accounting Manager Kris Zamzow, Chief Deputy County Clerk Mary G. Lemke, and County Clerk Assistant Gina Duck.

Chairperson Merten called the meeting to order and read the Affidavit of Posting.

**MINUTES OF OCTOBER 4, 2011**

Moved by Mr. Heidtke, seconded by Mr. Krueger to approve the minutes of October 4, 2011. Motion carried.

**LEASE AGREEMENT FOR AIS**

Attorney Nass distributed draft copies of a lease and operating agreement between Washington County and AIS, and reviewed the changes that were requested to be made to the document.

**LEASE AGREEMENT FOR HISTORICAL SOCIETY**

Attorney Nass distributed draft copies of a lease and operating agreement between Washington County and Historical Society, and reviewed the changes that were requested to be made to the document.

**LEASE AGREEMENT FOR WASHINGTON COUNTY AIS AND WASHINGTON COUNTY 4-H YOUTH DEVELOPMENT**

Ms. O'Neil described the proposed lease agreement between AIS & Washington County 4-H Youth Development.

Moved by Mr. Krueger, seconded by Mr. Bassill to approve the lease agreement between Washington County AIS and Washington County 4-H Youth Development, as presented. Motion carried.

**2012 WASHINGTON COUNTY 4-H PROGRAM**

Ms. O'Neil discussed the 2012 4-H Program, and noted that Robotics was the only addition made to the 4-H Program.

Moved by Mr. Heidtke, seconded by Mr. Krueger to approve the 2012 Washington County 4-H program, which will be forwarded to the County Clerk for attachment to the insurance policy. Motion carried.

**4-H YOUTH DEVELOPMENT EDUCATOR POSITION DESCRIPTION**

Ms. O'Neil distributed copies of the position description, which is a rough draft for the 4-H Youth Development Educator Position. The qualifications and the procedure for filling the position was reviewed.

1 Moved by Mr. Brandt, seconded by Mr. Heidtke to approve the position description as presented.  
2 Motion carried.

3

4 **OUT-OF-STATE TRAVEL**

5 Moved by Mr. Brandt, seconded by Mr. Heidtke to approve out-of-state travel for Paul Roback to  
6 attend four sessions of the NELD North Central an Invitation for Leadership Development, with the  
7 dates as follows, January 18-21, 2012, in Colorado Springs, CO, April 14-21, 2012, in Costa Rica, July  
8 8-12, 2012, in Washington D.C., and September 19-22, 2012, in St. Paul, MN, at no direct cost to  
9 Washington County. Motion carried.

10

11 **STATE WACEC CONFERENCE - JUNE 25-26, 2012**

12 Ms. O'Neil informed the committee that the 2012 State WACEC Conference will be held June 25-26,  
13 2012 at Tundra Lodge & Conference Center in Green Bay.

14

15 **UW-EXTENSION EDUCATORS' REPORTS**

16 Ms. O'Neil distributed copies of the UW-Extension monthly newsletter and reviewed the highlights.

17

18 **DRAFT OF ECC MEETING DATES FOR 2012**

19 Ms. O'Neil distributed draft copies of a tentative schedule for 2012 for the Education and Culture  
20 Committee.

21

22 **NEXT MEETING DATE**

23 The next meeting of the Education and Culture Committee is tentatively scheduled for December 6,  
24 2011 at 2:00 p.m., with the luncheon at 1:00 p.m., at the PAC.

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26 **ADJOURNMENT**

27 Ms. Merten adjourned the meeting at 4:05 p.m.

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Brenda J. Jaszewski, County Clerk