Marion County Extension and 4-H Service District (MCE4H)
Meeting Minutes – June 16, 2026

SERVICE DISTRICT MEETING

1. Open Service District Board Meeting

The meeting for Marion County Extension and 4-H Service District (MCE4H) was called to order by Director Cameron at 4:02p.m. Introductions were made.

1.1. Note Attendance:

Board Members: Commissioner Colm Willis, MCE4H Director (attending virtually); Commissioner Kevin Cameron, MCE4H Director

Attending: Toni Whitler, MC Board's Office; Trevor Lane, MC Board's Office; Scott Norris, MC Legal; Jennifer Rogers, MC Legal; Chris Eppley, MC Board's Office; Laura McClellan, MC Community & Economic Development; Kelli Weese, MCE4H Secretary and Budget Officer; Elvira Alvarez, OSU Extension; Amy Goulter-Allen, MCE4H Budget Committee Member; Scott Towery, Capital District FFA Advisor; Brianne Dabel, Capital District FFA Treasurer; Anneka Christiansen, Capital District FFA Secretary; Brennen Emch, Capital District FFA Reporter; Travis Kuenzi, Capital District FFA President; Destinee Schuester, MCE4H Budget Committee Member

1.2. District Minutes

The minutes from May 12, 2026 were presented for approval and signature.

MOTION: Director Willis made a motion to approve the May 12, 2026 Marion County Extension and 4-H Service District Board meeting minutes as presented. Director Cameron seconded the motion. A voice vote was unanimous. **MOTION PASSED**

2. Community Projects

2.1. Capital District FFA

Summary of Presentation – Presented by Capital District FFA

- Capital District FFA received funding from MCE4H in 2025 for their annual Leadership Camp and are now requesting funding for two upcoming events.
- Capital District FFA discussed its four primary events:
    - Marion County Fair
    - Leadership camp
        - Sponsored last year by MCE4H grant funding.
    - District Convention
        - All chapters in their district are hosted.
        - Due to growth, there is now a need to rent a venue.

  - Oregon District Officer Training
- Fundraising resources vary by chapter and include:
  - Proceeds from an animal sold at the fair, typically a swine, with proceeds benefiting the district.
  - Local sponsors
  - Plant sales at Ag Fest

Discussion

- Director Willis directed staff to invite the Capital District FFA to apply for a YEDAAG Grant.

3. Public Hearing

Public Hearing was opened at 4:15pm

4. Consider Fiscal Year 2026-2027 Recommended Budget - *Presented by Kelli Weese*

Summary of Presentation

The FY 2026-27 Budget was prepared and presented to the Budget Committee on April 1, 2026. Since that time, a couple items have impacted the proposed budget and require adjustments.

- At the May 12, 2026 MCE4H Board meeting, North Willamette Research and Extension Center (NWREC) requested an increase in funding from $58,000 to $60,000. This request was approved by the Board. This changed impacted the budget in the following ways:
  - Community Education Services, increase from $1,562,197 to $1,564,197.
  - Unappropriated Ending Fund Balance decrease of $2,000
- The Oregon Government Ethics Commission charge increased from $946 in Fiscal Year 2025-2026 to $1,310. Resulting in an overage of approximately $260 in the Dues and Memberships line item.
  - Staff recommends increasing this line item by $300 in anticipation of similar costs in FY 2026-27.
  - Unappropriated Ending Fund Balance decrease of $300
- The adjustments described above result in a decrease of the Unappropriated Ending Fund Balance of $2,300 from $693,012 to $690,712.
- The proposed changes fall within the Board's authority under ORS Chapter 294 and may be adopted at the June 16, 2026 budget hearing without requiring a second public hearing.

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MOTION: Director Willis made a motion to adopt the FY 2026-2027 District Budget in the amount of $3,906,853 by category and fund as outlined by the Budget Officer with the changes approved this meeting and to impose the ad valorem property tax rate of $0.05 per $1,000 of assessed value, as a permanent tax rate. Director Cameron seconded the motion. Voice vote was unanimous. **MOTION PASSED**

Public Hearing was closed at 4:17pm

5. District Board Business

5.1. NWREC IGA

Background – Presented by Kelli Weese

- At the May 12, 2026 meeting, the Board approved a request from NWREC to increase its FY 2026-27 funding allocation from $58,000 to $60,000
- Staff brought the matter back to the Board for further discussion and clarification regarding whether the Board would like staff to proceed with developing a separate Intergovernmental Agreement (IGA) with NWREC for future Board consideration.
- Should the Board direct staff to develop a draft IGA with NWREC, staff recommend that the agreement include clear reporting, budget, performance, and accountability requirements similar to those contained in the current OSU Extension IGA.

Summary of Discussion

- Director Cameron stated that NWREC should not be required to complete unnecessary additional steps to receive its funding. He also noted that additional direct reporting requirements could potentially lead to future requests for increased funding.
- The Board clarified with OSU Extension that NWREC does not currently provide a report detailing how its allocated funding is used.
- Director Cameron directed staff to contact NWREC to determine current NWREC reporting and explore the possibility of having NWREC present this report to the Board.

5.2. Strategic Planning Work Session

Background – Presented by Kelli Weese

- At the March 3, 2026 Board of Commissioners Management Update, the Board expressed interest in a broader discussion regarding the purpose, priorities, and long-term use of MCE4H funds.

- Because the March discussion occurred during a Board of Commissioners Management Update, the Board will need to confirm whether it would like to proceed with a work session in its capacity as the governing body of the Marion County Extension and 4-H Service District.
- A work session could be scheduled for October 2026.
- Topics for discussion can include:
  - Purpose and Mission
  - Funding Priorities
  - Current Commitments
  - Financial Outlook
  - Financial Sustainability
  - Grant Programs and Partnerships
  - Future Investments and Community Impact

Summary of Discussion

- The Board expressed support for the proposed list of discussion topics.
- The Board directed staff to research whether other service districts have completed strategic planning processes.
- The Board discussed whether County-owned buildings may be available for use by OSU Extension.

6. Adjourn District Board Meeting

Meeting was adjourned at 4:30 p.m.

MARION COUNTY EXTENSION and 4-H SERVICE DISTRICT

Colm Willis 8/27/2026

Chair, Colm Willis Date

Kevin Cameron 8.27.2026

Director, Kevin Cameron Date

Not Present at Meeting

Director, Danielle Bethell Date

Orig: Clerk
Cc: Board of Commissioners – MCE4HSD
Community and Economic Development