



Marion County Extension and 4-H Service District (MCE4H)

Meeting Minutes – April 1, 2025

SERVICE DISTRICT MEETING

Open Meeting

The meeting of the Marion County Extension and 4-H Service District (MCE4H) was called to order by Director Danielle Bethell at 3:00p.m. Introductions were made.

Board Members Present: Commissioner Danielle Bethell, MCE4H Director; Commissioner Colm Willis, MCE4H Director

Attending: Stephen Elzinga, MC Legal Counsel; Trevor Lane, MC Board's Office; Heather Inyama, MC Board's Office; Chris Eppley, MC Deputy County Administrative Officer and MCE4H Budget Officer; Laura McClellan, MC Community Services; Kelli Weese, MC Community Services; Elvira Alvarez, OSU Extension; Hailey White, OSU Extension; Destiny Schuster, Budget Committee Member

Attending virtually: Dana Castano, Budget Committee Member

District Minutes

The minutes from January 8, 2025 were presented for approval and signature.

MOTION: Director Willis made a motion to approve the January 8, 2025 Marion County Extension and 4-H Service District Board meeting minutes as presented. Director Bethell seconded the motion. **MOTION PASSED**

Board of Directors Chair Update – Presented by Chris Eppley

The district board signed Order 17-011 in 2017 to appoint the chair, vice chair, and second vice chair of the Marion County Board of Commissioners, sitting as of the date of service district meeting, as the chair, vice chair, and second vice chair of the governing body of the service district.

This item is being presented to the board for informational purposes only, for clarification regarding any updates to the appointment of the governing body.

Appointment of District Secretary and Budget Officer - Presented by Chris Eppley

Summary of Presentation

The Marion County Extension and 4-H Service District Board has traditionally appointed the Marion County Community Services Department Director as the District Secretary and Budget Officer to provide staff support to the Board. Chris Eppley is currently appointed in these positions but has changed his position with the county to Deputy County Administrative Officer and Kelli Weese is now serving as the Community Services Department Director.

Please review the attached Board Order, which, if approved, would appoint Kelli Weese as the Marion County Extension and 4-H Service District Secretary and Budget Officer.

MOTION: Director Willis made a motion to approve Kelli Weese as the Marion County Extension and 4-H Service District Board District Secretary and Budget Officer. Director Bethell seconded the motion.

MOTION PASSED



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Fiscal Updates

Consider a Transfer of Contingency- Presented Kelli Weese

During the FY 2024-25 budget process, the MCE4H Governing Body adopted the current budget, which includes \$100,000 in the Contingency line item. Traditionally, if the contingency was not utilized, this amount has been transferred to the "Unappropriated Ending Fund Balance – Capital" line item for additional savings of resources for a potential future building project for the Marion County OSU Extension Service.

Since projected resources are appropriate to cover anticipated expenses for the duration of the current fiscal year, this transfer can now be accomplished through simple Resolution adoption at a regularly scheduled MCE4H Board meeting since the resulting change in the fund is not greater than 15% of the total fund expenditures.

Summary of Discussion

At the board's request, this item is being revisited following the budget committee meeting to provide a comprehensive overview of the fiscal outlook for the current year.

Review Budget Calendar – Presented by Kelli Weese

The next scheduled meeting on May 1, 2025, will include the FY 25-26 budget committee meeting. Please review the budget calendar and note dates as this meeting must be publicly noticed.

Summary of Discussion

The board acknowledged the proposed dates and directed Heather Inyama to update the calendar to clearly indicate that the meeting is a Budget Committee meeting and to include a 'Do Not Move' notation.

GK Machine Letter – Presented by Kelli Weese

GK Machine, Inc. of Donald/Hubbard has applied for a second rural industrial property tax exemption under MCC 3.35.020. This request would be for an exemption on new machinery and equipment, in addition to the property approved for the exemption in May 2024.

GK Machine is required to obtain letters of support from 75% of the taxing entities that would be affected by this exemption. This includes MCE4H

Summary of Discussion

The board expressed their support for GK Machine and emphasized the importance of obtaining input from other districts to ensure a comprehensive perspective.

MOTION: Director Willis made a motion to approve the included letter of support for the requested property tax exemption by GK Machine. Director Bethell seconded the motion. **MOTION PASSED**



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Contracts

MCE4H IGA with Marion County - Presented by Kelli Weese

Summary of Presentation

The MCE4H Service District contracts for administrative support services from Marion County through an Intergovernmental Agreement (IGA). The current IGA is set to expire on June 30, 2025. A copy of the contract has been provided for the board to review. Kelli requested that comments and feedback be provided to facilitate the development of a contract, which will be presented to the board for review at the next scheduled meeting.

Summary of Discussion

Steve Elzinga informed the board that legal is currently doing a due diligence review of all IGAs with affiliated entities and have a few changes that will be reflected in the updated contract. The board discussed the contract details and requested that the language concerning administrative costs be revised to provide greater clarity and specificity for the protection of the district and the county.

MCE4H IGA with OSU - Presented by Kelli Weese

The MCE4H Service District contracts for extension services through Oregon State University (OSU) through an IGA. The current agreement is set to expire on June 30, 2025. A copy of the contract has been provided for the board to review. Kelli requested that comments and feedback be provided to facilitate the development of a contract, which will be presented to the board for review at the next scheduled meeting.

Summary of Discussion

The board noted a significant increase in faculty wages for the current fiscal year, resulting from a union bargaining agreement in which this board does not participate in. Concerned about the financial impact on the district, the board has requested legal review the current IGA to explore potential options for limiting such increases in the future. Steve acknowledged the concern and committed to exploring potential solutions.

Community Projects

Kroc Center GED Program - Presented by Kelli Weese

In 2023, the Marion County Extension and 4-H Service District Board entered into an IGA with Chemeketa Community College in cooperation with the Salem Kroc Center, to provide GED instruction services at the Salem Kroc Center. On March 4, 2025, staff received a request from Chemeketa staff to seek continued funding. In response, staff provided a YEDAAG grant application to the Kroc Center GED Program. This application is anticipated to be presented at the next scheduled meeting following receipt of a completed application.



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Boys and Girls Club YEDAAG Application Update – Presented by Kelli Weese

At the December 11, 2024 MCE4H Meeting, the Boys and Girls Club presented their YEDAAG grant application for \$60,000 in assistance in funding operational costs at their Keizer location. The Boys and Girls club informed our staff that they decided to withdraw their YEDAAG application at this time.

YMCA YEDAAG FY 25-26 - Presented by Kelli Weese

The YMCA of Marion and Polk Counties submitted and was approved for grant funding to help with the cost of operating youth sports in Woodburn on August 21, 2024 for \$86,000. This agreement is set to expire on June 30, 2025.

Summary of Discussion

The board requested the YMCA present at a upcoming meeting and expressed their willingness to support the program at a reduced funding level.

Soccer Contracts - Presented by Kelli Weese

The contracts with the Mid-Valley Soccer Club and Capital Futbol Club are set to expire August 31, 2025. Staff is requesting direction on potential continuation of funding scholarships for the Soccer programs for FY 25-26.

Other Discussion

Summary of Discussion

The board requested additional suggestions for community project partnerships. In response, Destiny Schuster proposed exploring collaboration with local Future Farmers of America (FFA), which actively engages in community initiatives. Destiny indicated she could arrange FFA alumni to attend a future meeting to discuss their program and needs.

Dana Castano recommended promoting Marion County Extension and 4-H (MCE4H) programs during events at the Marion County Fair, including using AG fest to enhance community outreach.

Small Farms Faculty Proposal - Presented by Haley White

Summary of Presentation

Haley provided an overview of her previous role as a Small Farms Program Coordinator and contrasted it with the potential position of a Professor of Practice, which Richard Riggs recommended at the prior meeting. She highlighted that while coordinators primarily focus on organizing and managing programs, Professors of Practice engage more deeply in community education and service, offering specialized expertise and a stronger connection to Oregon State University (OSU) resources. This role would be designed to apply localized research to benefit small farmers.

Summary of Discussion

The board requested additional data to make an informed decision regarding the proposed Professor of Practice position including:

- **Event and Training Attendance Data:** Detailed statistics on the number of participants who attended the events and trainings listed on the presented flyer.



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- Role Comparison: A comprehensive comparison between the current coordinator position and the proposed Professor of Practice role. This should include differences in responsibilities, qualifications, and the potential impact on program delivery.
- Cost Analysis and the impact on the budget.

The board has indicated that a decision will not be made until this information is reviewed and discussed during the upcoming budget meeting.

Meeting was adjourned at 3:40p.m.

MARION COUNTY EXTENSION and 4-H SERVICE DISTRICT

NOT PRESENT AT MEETING

Chair, Danielle Bethell

Date

A handwritten signature in blue ink, appearing to read "Colm Willis".

6/5/25

Director, Colm Willis

Date

A handwritten signature in black ink, appearing to read "Kevin Cameron".

7.22.2025

Director, Kevin Cameron

Date

Orig: Clerk

Cc: Board of Commissioners – MCE4HSD
Community Services

