

# Extension Bayfield County Highlights

## 2019 ANNUAL REPORT



*Photo by Theresa LaChappelle*



**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
BAYFIELD COUNTY



“Bringing the resources of the University of Wisconsin-Madison to Bayfield County.”

### Inside this issue:

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BAYFIELD COUNTY



## WELCOME

January 1, 2019 – December 31, 2019

Dear Partners and Friends:

THANK YOU to the Bayfield County Board of Supervisors and the Agriculture and Extension Education Committee for the continued support of UW-Madison Extension programming in Bayfield County during 2019. We truly appreciate the opportunity to serve Bayfield County residents and local efforts to strengthen our people, our communities and our economy.

We developed this report with data and stories from 2019. We highlight positive outcomes from all of our major educational programs covering agriculture, horticulture, community and economic development, 4-H and youth, nutrition, and individual and family well-being. Our staff works to address high priority local needs through our educational programming and our collaborations with community groups, volunteers and program partners. We could not be effective in our work without the valuable contributions of our various partners. Strong partnerships are at the heart of our programs -- we can achieve more together!

Thank you for your interest in the impact of UW-Madison Extension Bayfield County!

On behalf of the entire Extension Bayfield County staff,

Mary Pardee

Area Extension Director



### SHOUT OUT TO

#### EXTENSION VOLUNTEERS!

Do you know a 4-H Volunteer or a Master Gardener Volunteer? Trained Extension volunteers share their time and knowledge to help youth grow and succeed and build community. Extension's programming success relies on volunteers.

Thank you to our 4-H Volunteers and Master Gardener Volunteers! We could not do all this work without you!

"An EEO/AA employer, University of Wisconsin Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements. Please make requests for reasonable accommodations to ensure equal access to educational programs as early as possible preceding the scheduled program, service or activity."



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# Investing In Extension



In 2019, the work of the Bayfield County Extension office was completed by 7 educators (some shared with Ashland County), 1 full-time office manager with a part-time assistant, 3 research/program assistants and 2 interns. Not all those folks were on staff at once - needs change with the time of year, funding availability and special opportunities. Over the course of a year, Extension touches a lot of community needs!

*Local educators are part of a statewide network that supplies programming support, topic expertise, professional development and funding. UW-Madison Division of Extension provided two interns in 2019 through the Wisconsin Idea Internship Program. In addition, Bayfield County benefitted from the expertise of statewide Extension specialists on topics such as opioid response and the 2020 Census.*

The success of Bayfield County Extension programming relies on 4 aspects:

County funding

State funding

Donations, Grants & Fees

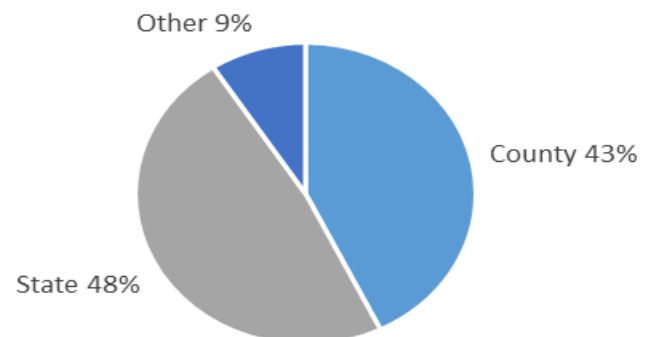
Volunteers

In Extension, educators are co-funded by the county and state. Bayfield County also supplies funding for a Youth Program summer assistant. In addition, county funds help to outfit Extension with office supplies, technology, program and travel costs, as well as excellent office staff to support the programs.

FoodWise, our nutrition education program, is paid for by federal SNAP-Ed (Supplemental Nutrition Assistance Program Education) funds that come through UW-Madison Division of Extension. Bayfield County FoodWise is part of a three-county project which also includes Ashland and Iron Counties. County funds are not involved in the salaries of the FoodWise Coordinator, FoodWise Educator, or Area Extension Director.

<b>County</b>	Co-Funded Staff Fee	\$ 167,404
	Support Staff	\$ 77,421
	County Educational Staff	\$ 6,412
	Office & Technology	\$ 7,048
	Educational Program Support	\$ 17,981
	Committee Expense	\$ 2,178
	<b>TOTAL</b>	<b>\$ 278,444</b>
<b>State</b>	Co-Funded Staff Salary/Fringe	\$ 236,004
	FoodWise Positions	\$ 26,457
	FoodWise Program Support	\$ 1,934
	Office & Technology	\$ 3,067
	Professional Development	\$ 10,893
	Director Salary/Fringe	\$ 29,487
	Internships	\$ 5,244
	<b>TOTAL</b>	<b>\$ 313,086</b>
<b>Other</b>	Donations, Grants, Fees	\$ 59,645
	<b>TOTAL</b>	<b>\$ 59,645</b>
	<b>TOTAL EXTENSION FUNDING</b>	<b>\$ 651,175</b>

## Extension Funding 2019

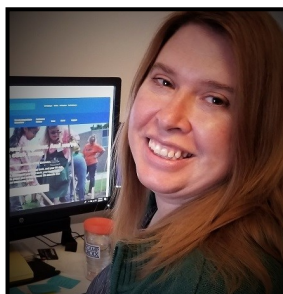




# Educators & Support Staff

## Extension

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### Mary Pardee

Area Extension Director ~ Area 1

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### Stephanie Bakker

FoodWise Educator

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### Donna Ganson

4-H Program Coordinator

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### Jason Fischbach

Agriculture Agent/Specialist

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### Liz Lexau

Family Living

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### Ian Meeker

4-H & Youth Development

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### Kellie Pederson

Community Development

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### Theresa LaChappelle

Office Manager

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### Ariadna Chediack

Agriculture Research Assistant

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Karen Swanson—Clerk 1 ~ Jan 2019  
Doreen Kuberra—Clerk 1 ~ April—Aug 2019  
Paige Terry—Clerk 1 ~ Oct—Dec 2019

MaryBeth Tillman—CD Summer Intern  
Brianna Oliphant—Superior Adventures Summer  
Hannah Figgins—Summer Ag Research Assist.





## Extension

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# Committee Members

**Fred Strand**

Chair

[fstrand@bayfieldcounty.org](mailto:fstrand@bayfieldcounty.org)

District #8 - Towns of Delta,  
Hughes, and Oulu

**Jeff Silbert**

Vice-Chair

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District #6 - City of Washburn,  
Wards 1 & 2

**Jim Crandall**

Committee Member

[jCrandall@bayfieldcounty.org](mailto:jCrandall@bayfieldcounty.org)

District #12 - Towns of Drummond  
& Barnes

**Larry Fickbohm**

Committee Member

[lfickbohm@bayfieldcounty.org](mailto:lfickbohm@bayfieldcounty.org)

District #3 - Towns of Bell, Clover,  
Orienta, Port Wing & Tripp

**Tom Snilsberg**

Committee Member

[tsnilsberg@bayfieldcounty.org](mailto:tsnilsberg@bayfieldcounty.org)

District # 9—Town of Iron River



## Support Staff

## Theresa LaChappelle

### Interactions With the Public

Serving as first point of contact with the public, Extension Bayfield County office staff answers and directs phone calls, greets visitors, provides information, registers people up for classes or events, sends off soil, forage & insect samples, and interacts with the residents of the area on a daily basis.

The part-time staff sends out our monthly and bi-monthly newsletters. The “Just In Time Parenting” (JIT) newsletters are sent to parents of new babies born in Bayfield County. They also send out bi-monthly JIT newsletters that have been requested by Bayfield County parents of 2-year old to 5-year old children. The bi-monthly newsletters “Common Ties” are also sent out to Bayfield County parents who are parenting apart/co-parenting.

### Office Technology

Lachappelle serves as the office website and social media coordinator. This includes creating content, posting and updating with timely materials and new educational offerings to the Extension website, the Bayfield County website calendar, the Extension Twitter, & Instagram accounts as well as the Bayfield County Extension Facebook pages (Office, Master Gardener and 4-H).

Software and hardware assistance is also given to Educators, and Assistants as requested.

### Office Operations

LaChappelle is the designer of program materials, such as brochures, newsletters, posters, flyers, postcards, etc. Designer and coordinator of the Extension Bayfield County Highlights-Annual Report. *(Continued on p 16)*



# Community Development Education

## Extension

UNIVERSITY OF WISCONSIN-MADISON  
BAYFIELD COUNTY

Kellie Pederson



### What is Community Development?

Community Development supports communities, organizations, and leaders, in realizing their fullest potential. We build community capacity by offering programming in: economic development, vitality & placemaking, leadership & organizational development, local government education, food systems development, and housing. Our work enhances the quality of life for residents, and supports the growth of thriving organizations and communities.



*Kellie Pederson, Community Development Educator, facilitating a strategic planning session.*



*Local Chamber directors and EDC directors and staff stand together in front of their work after a strategic planning session on supporting regional prosperity.*



*Board members of the Historic Civic Center Foundation work together during a strategic planning session.*

### Non-Profit Support

In 2019 the Community Development program supported local non-profits and non-profit collaborations so that local organizations could more fully embody their organizational mission. In 2019, this included:

- facilitation of multiple strategic planning sessions
- hosting “Demystifying Fundraising” event to build non-profit fundraising capacity
- providing direct service and consulting for local non-profits
- providing support for regional non-profit collaboration

### Housing

In 2019 the Community Development took the lead in convening a regional housing coalition, made up of local elected officials, agency representatives and other stakeholders. This group worked together over the course of 2019 to investigate the need for affordable housing in the region and learn more about possible strategies to address the issue.

With the support of the Northwest Regional Planning Commission, fourteen municipalities worked together





# Community Development Education

## Extension

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BAYFIELD COUNTY

Kellie Pederson



to apply for a Community Development Block Grant in order to gather data and study the issue on a regional level. The \$50,000 grant was awarded in January of 2020. The group will continue to work together through 2020 to support the study process and identify strategies to address the issue of affordable housing.



*Kellie Pederson, Ann Albert (SAIL) Mary Dougherty (CORE) planning programming to support seniors.*

Bayfield County Community Development partnered with Mary Dougherty of CORE Community Resources and Ann Albert of SAIL (Sharing Active Independent Lives) to host discussions across the county about creative housing strategies for seniors including “the village movement” as a means to increase support for seniors to live in their own homes longer.

## Clean Sweep

2019 was a banner year for the Bayfield County Clean Sweep, with 211 people attending the one-day event. More than 16,000 pounds of hazardous materials and over 5,000 pounds of electronics were collected during the five-hour event.



*Resident unloads hazardous materials at Clean Sweep event.*

## Transportation

In 2019, Community Development worked with state, county and local partners to produce a transportation summit.

The summit included speakers from across the state and nation sharing information on innovations in rural transportation and developing a broader understanding of transportation from a health-equity perspective.

Following the conference, Community Development supported an effort to develop a vision and identify regional stakeholders for a newly chartered Transportation Coordination Committee (TCC). The TCC began its service to the county in June, 2020.



*Regional Housing Coalition members learn more about affordable housing finance options with WHEDA officials.*



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# Individual & Family Well-Being

Elizabeth Lexau



## Outreach to Vulnerable Families

Strong family relationships are protective for children. They reduce the risk for poor outcomes throughout childhood and beyond. Extension's outreach to children and families exposed to trauma focuses on supporting strong parent/child bonds, reducing toxic stress and building resilience.



## A Trauma-Informed Lens

Liz teaches community members about childhood adversity and its damaging impacts on long term health and well-being.

In April Liz taught "What Can We Do About ACEs?" Educators at CESA 12 learned ways to support children and families exposed to trauma. Ninety-four percent said they plan to use the information in their work.

"There's more to people/children than you see on the surface"

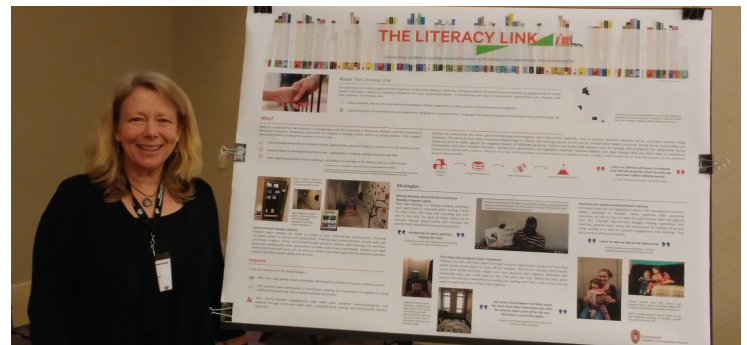
-Participant

## The Literacy Link

The Literacy Link reaches families impacted by incarceration to connect children with their parents through books and literacy experiences.

At the Bayfield County Jail, a child-friendly visiting area is designed to reduce stress for children while promoting reading and offering free children's books.

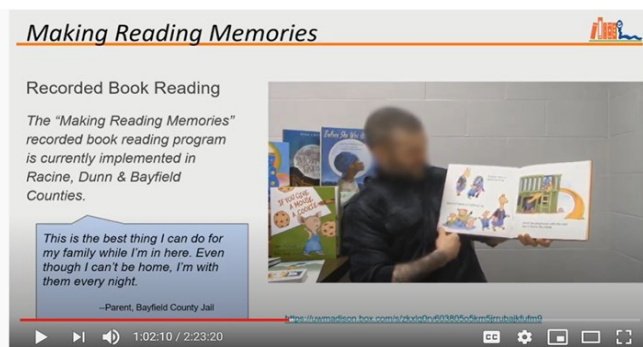
Parenting classes in the jail cover positive parenting methods, including the importance of reading to children.



## Making Reading Memories

In this program (left) Extension records videos of parents reading to their children. The free books and videos are sent home to children, helping maintain family connections, reduce stress and continue learning during separation due to incarceration.

Liz and the Literacy Link team presented on the program at the National Children of Incarcerated Parents Conference in Phoenix (above). In October, the team was joined by Bayfield County Sheriff, Paul Susienka to present about the Literacy Link to the UW System Board of Regents.



UW System Board of Regents - October 11, 2019





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BAYFIELD COUNTY

# Individual & Family Well-Being

Elizabeth Lexau



## Reducing Family Conflict: Co-Parenting Education

Family conflict is a major source of childhood stress, putting kids at risk for health and behavioral problems. Extension offers co-parenting education in Ashland and Bayfield Counties for divorcing, separated and never-married parents. Classes are offered for the public and at the county jails. The class teaches skills to support children emotionally and keep them out of the middle of conflict.

Forty-nine people participated in 2019. In a survey, 95% said they learned new ways to avoid arguing with their co-parent in front of children. 100% said they were more confident in their ability to help the children adjust to the separation.



### Following the program, parents said they plan to...

"Use more emotion coaching to help my kids deal with their feelings."

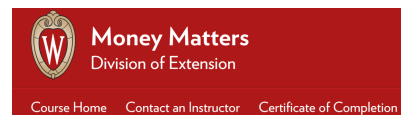
"Be more attentive and less defensive and argumentative with the other parent."

*"Communicate with the other parent instead of through the children"*

## Financial Capability

Liz offers financial coaching and group financial education for consumers and family-serving professionals. In 2019, Over 125 families received the Money Smart in Head Start Newsletters through our partnerships with Family Forum Head Start and the Red Cliff Early Childhood Center.

In May 2019, Liz co-taught a two-day homeowner education program in collaboration with the Red Cliff Chippewa Housing Authority. Completion of the course qualified learners for a homebuyer assistance program. In a follow-up survey, all participants said the class increased their understanding of financial management practices and gave them more knowledge on which to base their decisions. Several received pre-approval for a mortgage and some have since closed on a new home.



Explore Credit Scores and Credit Reports





# Agriculture & Horticulture

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BAYFIELD COUNTY

Jason Fischbach



### Adapting to Climate Change By Exploring Different Cropping Systems

The increasing precipitation in the region is resulting in wetter soils in the spring and fall. This is making it increasingly challenging for crops such as corn silage that rely on dry soils in the spring for planting and a dry window in the fall for harvesting and spreading manure. The high yields and energy content of corn silage are hard to replace, but new and improved varieties of grasses have potential to at least limit the amount of corn that's needed for dairy cow rations.

To test these new varieties Ag Educator, Jason Fischbach, is working with producers in Ashland County to evaluate the persistence, yield, and quality of these new varieties.



### Vegetable Variety Trials For Freezing

The growing season for vegetables in our region is very short, which makes cash flow a challenge for producers. Having something to sell in the winter helps provide revenue during the lean months and helps retain customers.

In cooperation with area growers and Northland College, Jason Fischbach has been implementing vegetable variety trials to find varieties of carrots, broccoli, potatoes, and green beans that produce well in the field and taste great after freezing. Having such varieties would allow producers to chop and freeze veggies in the summer and sell them in the winter in frozen packs. Results from the 3-year project are due in 2020.



*Above the left (larger) cluster are the red currants grown in a high tunnel greenhouse, and the right (smaller) cluster of red currants are grown outdoors.*

### Harnessing the Region's High Tunnels

There are more than 70 high tunnel greenhouses in Ashland and Bayfield Counties. To help growers make the most of these greenhouses, Jason Fischbach has been working to find new crops and opportunities.

Winter spinach production was the focus of trials in 2015-2017 and now he's working with fruit crops. Additional vegetable trials are in the works for the 2020 season with a focus on green-top bunching carrots and small lunchbox bell peppers.





# Agriculture & Horticulture

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Jason Fischbach



### 2019 – A Big Year for Our Hazelnut Project



*One of the two straddle rotary harvesters that has been acquired.*

Jason has been co-leading the Upper Midwest Hazelnut Development Initiative (UMHDI) since 2007 and the team took some big steps forward in 2019. The 1<sup>st</sup> Generation selections that were identified in part through work at the hazelnut performance trial in Bayfield are now in propagation in preparation for release to growers.

We acquired two straddle harvesters (shown in the photo) and tested them out in mature plantings. Our team was also awarded just under \$5 million dollars from a combination of a USDA Specialty Crop Research Initiative award and matching funding from the Grantham Foundation.

We are well positioned over the next four years to start building a supply chain in Bayfield County and across NW Wisconsin. We have also expanded our hazelnut processing facility at Northland College to be sure we are ready for the new hazelnuts coming from across the Upper Midwest. Exciting times!

### Food Systems- A Team Effort

*Jason Fischbach & Kellie Pederson*

In 2019 Jason Fischbach (Agriculture) and Kellie Pederson (Community Development) continued a team effort to enhance the regional food system. The team hosted a series of networking and planning opportunities for business owners to get to know one another, talk about challenges and explore opportunities to work together to address shared issues and concerns.

The team also developed a curriculum for “Edible Ventures” a six-class series for entrepreneurs interested in developing new value-added food products. During the course, eight current and potential business owners wrestled with the complexity of starting and building a value-added food business in the region.

In 2019, the team also embarked on a multi-year

research project to understand the collaborative capacity of the local food system and devise strategies to increase this capacity. Results from the year-one study will be available in August of 2020.



**A six-class series for aspiring entrepreneurs interested in developing a value-added food product.**

*The Edible Ventures class series examined a variety of subjects related to entrepreneurship and value-added product development, including Licensing & Food Safety, Branding & Packaging, and Sales & Distribution.*



## 4-H & Youth Development

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BAYFIELD COUNTY

Ian Meeker  
Donna Ganson



### Superior Adventures Teaches Life Skills Through Wilderness Experience

Richard Louv in his book, *Last Child in the Woods: Saving Our Kids From Nature Deficit Disorder* suggests that today's youth spend the majority of their time indoors engaged in screen based games and enjoying various forms of video content. This reality is compounded by the fact that many of our local youth lack direct experiences exploring wilderness locations in our region. Louv's work draws on theory that exposure to the natural environment can be cognitively restorative, reduce stress, and promote a sense of place. Empirical evidence from numerous fields of study, including environmental psychology landscape architecture, and public health, supports these ideas and also suggests that human well-being and global chronic health issues (e.g., stress, depression, and cardiovascular disease) may improve through interaction with nature.



Building on this philosophy and a goal to connect youth to a wide variety of unique outdoor adventure opportunities **Superior Adventures** led 157 youth participants on 19 group adventures that included

canoeing, kayaking, hiking, biking, sailing and white water rafting. Youth participants learned the basic techniques for each form of travel so they could confidently explore unique wilderness locations in Bayfield County while also learning the importance of judgement and safety. These adventures heighten participants sense of place and increase their appreciation for where they live. It also builds self confidence and a natural progression of mastery of skills.



Parent comments on an end of year survey to support this impact included:

*"These were incredible experiences that my children would not have experienced otherwise. They loved their experiences and the time that they spent with their peers" and "This program helped build my child's confidence with new outdoor skills as well as got the chance to be with other kids."*

In 2019, Superior Adventures has also developed connections with teachers from the Washburn and Bayfield School districts who recognize the immediate impact of providing placed based learning opportunities for their students during the school year. This program continues to build in 2020.





# 4-H & Youth Development

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BAYFIELD COUNTY

Ian Meeker  
Donna Ganson



### The 4-H Cultural Arts Festival

This annual event provides an opportunity for 4-H members and the community to celebrate the artistic talents of our youth. Kids enter arts & crafts, drawings, paintings, sculpture, ceramics, photography; and perform drama, dance, singing, and playing instrumental music. The event is held at the Drummond School.

- The 2019 program featured 16 musical and dramatic performances and over 100 art, photography, and Lego creations. This non-competitive event allows even very young kids to experience performing in a safe and affirming environment and receive positive feedback from artists and performers from the community who volunteer their time to judge the entries.



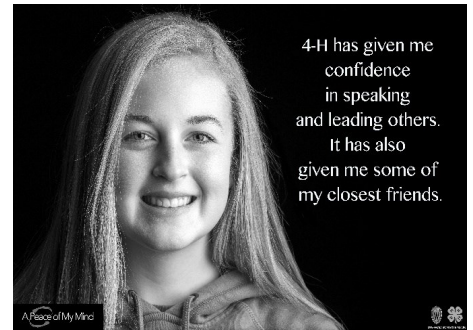
### 4-H Clubs, Members and Project Work

- In 2019 Bayfield County 4-H had 12-Chartered 4-H clubs, with 296 enrolled youth members and 85 certified 4-H adult volunteers.
- 170 4-H youth exhibited their project work at the Bayfield County Fair.
- The most popular projects in 2019 were Arts & Crafts, Photography, Woodworking, Foods & Nutrition, Archery, Beef, Cross-Country Skiing, Legos, Vegetables, and Fishing.

### Youth Leadership Development

4-H members in grades 8 and up can participate in variety of Leadership experiences which they apply for through the Older Member Awards application and interview process. These experiences are supported by funding and 4-H chaperones from the Bayfield County 4-H Leader's Association. In 2019:

- A large delegation, nine youth and three adults, attended Fall Forum, a two-day educational event held in Green Lake in November. They joined over 300 4-H youth and adult volunteers from around the state. One participant commented: *"Fall Forum was an incredible learning experience with interesting activities and new ideas. There were some amazing speakers and awesome seminars. I learned a lot of new things that I can now bring back home."*



Fall Forum Participant & 4-H  
Ambassador, Promise Kreinbring

- Ten Bayfield Co. youth joined 21 other high school youth from northern counties and attended 4-H Winter Camp.
- Two youth participated in a 10-day Citizenship Washington Focus trip to the nation's capital
- Seven Bayfield County youth delegates participated in Superior Days.

In addition, five new 4-H Ambassadors were selected to join the seven returning Ambassadors to provide hands on assistance, leadership, and friendly greetings at many 4-H events throughout the year. These events included The 4-H Cultural Arts Festival, Dairy Breakfast, The Bayfield County Fair, and the Bayfield County 4-H Recognition Dinner—where the many milestones and accomplishments of the 4-H Year are celebrated and recognized .



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## Healthy Choices, Healthy Lives



FoodWise is federally funded statewide by the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) and the Expanded Food and Nutrition Education Program (EFNEP). We advance healthy eating habits, active lifestyles and healthy community environments for Wisconsin residents with limited incomes through nutrition education at the individual, community and systems levels.

### Who We Serve



218

Total Learners

28

Hispanic



226

Total Learners

416

Not Hispanic/Latino



■ American Indian or Alaska Native

■ Asian

□ White



444

Direct Educational Contacts

## Program HIGHLIGHTS



- Our FoodWise program provided direct education for the Red Cliff Early Childhood Center, Bayfield Head Start, and several different groups at the Bayfield School District.
- FoodWise Nutrition Coordinator, Stephanie Bakker, took a Policy, Systems, and Environment (PSE) Cornell University course to start implementing these kind of changes in the county.
- Our educator, Deborah Leonard, received the Golden FoodWise Community Engagement Award. This award was for her outstanding commitment to building, strengthening, and sustaining relationships between FoodWise and our communities. Thank you Deb for all of your great work!

*Photo: Deb receiving her award at the Northern Regional FoodWise Meeting. From left to right – Kathryn Boryc Smock (State Program Manager), Deb Leonard (Ashland, Bayfield, Iron County FoodWise Educator), Stephanie Bakker (Ashland, Bayfield, Iron County FoodWise Coordinator), and Jill Sanders (Northern Regional Program Manager).*

### ACHIEVING MORE TOGETHER



UW-Madison Division of Extension works alongside the people of Wisconsin to deliver practical educational programs where people live and work – on the farm, in schools and throughout urban and rural communities. In Bayfield County, FoodWise partners with income-eligible elementary schools, Bayfield Head Start, Red Cliff Early Childhood Center, and Red Cliff Food Distribution to help make the healthy choice the easy choice in our communities.

## Bayfield School District-Great Lakes Great Apple Crunch

Ashland/Bayfield/Iron County FoodWise hosted a Great Lakes Great Apple Crunch event at Bayfield School District. This was done in partnership with their Farm-to-School program and Bayfield County 4-H. This event celebrates National Farm-to-School Month and the region's apple orchards, along with healthy eating.

**100% of students stated they would eat an apple again.**

Students participated in several different apple-centered activities such as being read a book about apples, playing "Johnny Appleseed Says," and listening to a riddle about apples. The classes ended their time at this event by crunching into some locally grown apples. In addition, classes were able to take home some resources about apples and healthy eating tips.



A Bayfield Elementary class crunching into some locally grown apples

## Red Cliff Early Childhood Center Parent Event

Ashland/Bayfield/Iron County FoodWise held a series of events with Red Cliff Early Childhood Center parents. During one of the events, Stephanie Bakker presented on fruits and gave participants a sample of crockpot applesauce to try. In addition, handouts were distributed on ways to incorporate more fruit into your families life.

**"My daughter never likes any applesauce I serve her, but she loved the one your program let us try!"  
-Red Cliff Early Childhood Center Parent**

Nearly 100% of the participants stated that they liked the applesauce and many requested the recipe. Another comment that was made numerous times was that the participants liked that there was no added sugar in the recipe. There was also requests for more apple recipes for future classes.



**Stephanie Bakker**  
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FoodWise Nutrition Coordinator  
Ashland/Bayfield/Iron County



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Ashland/Bayfield/Iron County

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*“Bringing the resources of the University of Wisconsin to Bayfield County.”*



## Extension

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BAYFIELD COUNTY

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Washburn, WI 54891  
711 (Wisconsin Relay)

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October 7-11, 2019

## Extension Week

Connecting the **U** to **YOU**!

Presented by: UW-Extension Educators  
in Ashland & Bayfield Counties

### Bayfield Co UWEX

715-373-6104

[bayfield.uwex.edu](http://bayfield.uwex.edu)

### Ashland Co UWEX

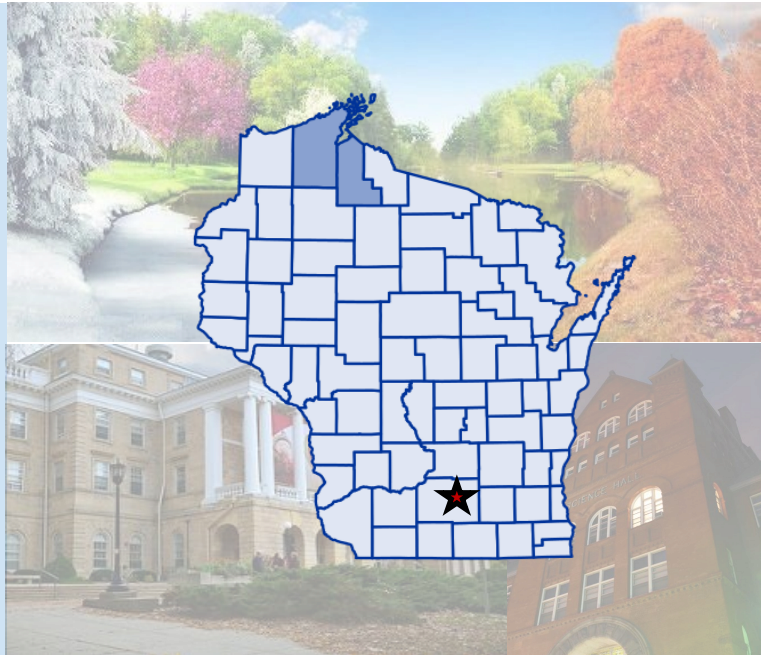
715-682-7017

[ashland.uwex.edu](http://ashland.uwex.edu)

### NGLVC UWEX

715-685-2652

[www.nglvc.org](http://www.nglvc.org)



## Support Staff Theresa LaChappelle (Continued from Page 5)

She also maintains and orders proper levels of supplies and resources for office operations. As well as assist with coordination of Extension Committee meetings, and attend and record minutes.

### Financial Operations.

Online registrations and payments are being offered to our citizens on a more frequent basis for workshops and classes. This involves LaChappelle setting up registration forms which may also include payment options.

The part-time staff and office manager look after the everyday accounts payables and revenues. As well as the increased duties for the financial

tracking of revenues and expenses for grants, projects and workshops.

In 2019, there were 20 active Non-Agriculture projects/events/workshops that the revenues and expenses had to be logged and confirmed.

There were 11 separate Agriculture related projects/workshops/events where the revenues and expenses were being tracked and validated; as well as 7 Agriculture Grants that were being financially recorded and verified.

2019 was a year with a lot of training. Karen Hanson and Doreen Kuberra both left their 10-hour part-time employment in our office to pursue full-time positions. Paige Terry completed the year out as our 10-hour per week Clerk 1. Karen and Doreen are both wished well in their future endeavors.