Kansas County Extension Council Law

**SECTIONS 2-608 THROUGH 6-622, KANSAS STATUTES ANNOTATED AS AMENDED 1991**

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<th>Areas of Instruction</th>
<th>2-608. Compensation of extension agents; contribution from federal and state funds. If a county extension council has been organized as specified in K.S.A. 2-611 and amendments thereto or an extension district has been established under K.S.A. 2-623 and amendments thereto, for the purpose of giving instruction in agriculture, marketing, home economics, 4-H club and youth work, community and resource development, and economic development initiatives to the people of the county or extension district, as the case may be, through practical demonstrations, meetings, publications, and otherwise, and the employment of an extension agent or agents to prosecute such instructions, the Kansas State University of Agriculture and Applied Science shall contribute from federal and state funds granted for cooperative extension work an amount of not less than $1,500, as far as such funds are available, towards the salary of each extension agent employed.</th>
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<td>County Extension Council Requirements</td>
<td>2-609. Same; conditions; limitation regarding additional agents. (a) Before allocations of funds are made by the director of extension of Kansas State University of Agriculture and Applied Science pursuant to K.S.A. 2-608 and amendments thereto, the county extension council shall present to the director of extension and to the board of county commissioners of its county, a list of members of the extension council and of its executive board and the officers of the governing body, with the statement signed by the chairperson of the board certifying that these members and officers have been duly elected as specified in K.S.A. 2-611 and amendments thereto.</td>
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<td>District Extension Governing Board Requirements</td>
<td>(b) Before allocations of funds are made by the director of extension of Kansas State University of Agriculture and Applied Science pursuant to K.S.A. 2-608 and amendments thereto, the governing body of the extension district shall present to the director of extension a list of members of the governing body of the extension district and the officers of the governing body, with the statement signed by the chairperson of the governing body certifying that these members and officers have been duly elected as specified in K.S.A. 2-624 and amendments thereto.</td>
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<tr>
<td>Director of Extension Requirements</td>
<td>(c) No allocation of funds shall be made by the director of extension of Kansas State University of Agriculture and Applied Science pursuant to K.S.A. 2-608 and amendments thereto for funding for any additional extension agent for the county extension council of any county which currently employs four or more extension agents, unless funds have been allocated</td>
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by the director of extension for an additional extension agent
for each county extension council of each county which currently
employs less than two extension agents and which requests funds
for an additional extension agent.

2-610. County appropriations; budgets, approval; tax levies,
use of proceeds. (a) On or before July 15 each year, the
executive board of the county extension council shall
file with the county commissioners in the office of the
county clerk:

(1) A list of current members of the county extension
council and its executive board; (2) a certification of
election of officers as provided in subsection (c) of
Supp. 2-611, and amendments thereto; (3) a
certification by the director of extension of Kansas State
University of Agriculture and Applied Science that the county
extension council is properly functioning and entitled to
receive the appropriations provided by law; and (4) a proposed
budget in cooperation with the director of extension of Kansas
State University of Agriculture and Applied Science for the
the ensuing calendar year.

(b) If the commission does not approve the proposed budget
within 10 days after receipt thereof, it shall return the
budget to the board. Upon receipt of the returned budget,
the board shall consider amendments or modifications and may
consult with the commission concerning the budget. Within 10
days after receipt of the returned budget, the board shall
resubmit its proposed budget, with or without amendment or
modification, to the commission. Within 10 days after
resubmission of the proposed budget, the commission shall
approve, or amend or modify and approve as amended or modified,
such proposed budget. The commission shall adopt the proposed
budget as approved and shall make the same a part of the regular
county budget. The board of county commissioners shall make an
appropriation and certify to the county clerk the amount of tax
necessary to be levied on all tangible taxable property of the
county sufficient to provide a program of county extension
work and to pay a portion of the principal and interest on
bonds issued under the authority of K.S.A. 12-1774, and
amendments thereto, by cities located in the county.

2-611. County extension councils; election of members;
meetings; development of programs; election, term of office,
oath, powers and duties of executive board; bond of treasurer;
expiration of terms; qualification of members. (a) Except as
otherwise provided in this section, the citizens of voting age
residing in each of the county commissioner districts in each
county in this state are qualified to participate in the meeting
which shall be held in each such district in each year not earlier
than September 1, and at least 10 days before the annual meeting
of the county extension council upon a date and at a time
and place determined and fixed by the executive board of the
County Extension Council Law

Countywide Meeting Option

12 county extension council and shall elect annually from among their number four members of the county extension council. In Leavenworth county, such election shall be held at the time of the annual Leavenworth county fair. Of the four members, one shall be elected to represent agriculture and shall be actively engaged in agricultural pursuits, one shall be elected to represent home economics work, one shall be elected to represent 4-H club and youth work, and one shall be elected to represent educational programs in economic development initiatives. The county extension council executive board members of each county may choose to hold a countywide election meeting in lieu of holding a meeting in each district. Prior to adjournment of the countywide meeting the citizens of each county commissioner district shall separate into groups for the purpose of electing the county extension council members who shall represent the district on the county extension council. The countywide meeting shall be subject to the same conditions hereinabove provided for county commissioner district election meetings.

Mail Ballot Option

(b) The executive board of the county extension council, as provided for in subsection (f), may choose, as an alternate method of electing county extension council members, to mail a ballot to each citizen of voting age residing in the county at least three weeks before the annual meeting of the county extension council. The ballots shall contain the names and resident addresses of all persons who are candidates for county extension council membership. The incumbent county extension council members shall select not less than two persons as candidates for each position to be filled. After the ballot has been marked, each voter shall mail or otherwise transmit the ballot to the county extension office of the county at least seven days prior to the annual meeting of the county extension council.

At-Large Election Option

(c) In any county having three county commissioner districts, the citizens may elect county extension council members at large or by county commissioner district as determined by the executive board of the county extension council for the county. In any county having other than three county commissioner districts, the citizens shall elect county extension council members at large. A county extension council elected at large shall also have a total elected membership of 24, with six members elected to represent agriculture who shall be actively engaged in agricultural pursuits, with six members elected to represent home economics, six members elected to represented 4-H club and youth work, and six members elected to represent educational programs in economic development initiatives. When county extension council members are elected at large, 12 shall be elected annually, three of whom shall represent agriculture, three of whom shall represent home economics, three of whom shall represent 4-H club and youth work, and three of whom shall represent educational programs in economic development initiatives. County extension council members elected at large shall serve...
under the same conditions as county extension council members
elected by county commissioner districts, except the provision
that three members of the executive board shall be elected from
each county commissioner district shall not apply.

(d) The 24 members so elected in the three county commissioner
districts, or at large, in any county shall constitute and be the
county extension council, and it shall be the duty of the council
to plan the educational extension programs of the county.

(e) At the annual meeting of the county extension council, the
council members elected to represent agricultural pursuits, home
economics work, 4-H club and youth work or educational programs in
economic development initiatives, may meet separately and elect a
group chairperson. Each group shall meet as necessary for the
purpose of developing educational program plans on extension work
in agricultural pursuits, in home economics work, in 4-H club and
youth work, or economic development initiatives. All program plans
shall be subject to final approval by the executive board of the
county extension council.

(f) The county extension council shall meet annually not earlier
than October 1, and not later than December 20, and shall elect
from among its own members an executive board consisting of a
chairperson, a vice-chairperson, a secretary and a treasurer and
five additional members. The date, time and place of the annual
meeting shall be determined and fixed by the executive board. No
more than three members of the executive board shall be elected
from any county commissioner district, and at least one member
shall be elected from each county extension council member group
namely, agricultural pursuits, home economics, 4-H club and youth
work, and educational programs in economic development initiatives.
The executive board of the county extension council is authorized
to transact all business of the council, shall have control of all
the property of the council, and may employ and fix the
compensation of such persons as are necessary for the conduct of
the business of the council, except as herein otherwise expressly
provided.

(g) Members of the county extension council and of the executive
board shall receive no compensation for their services as members
of the council or of the executive board. The members of the
executive board, after their election and prior to entering
upon the duties of their respective offices, shall take and sign
the usual oath of public officers and the same shall be filed
in the office of the county clerk.

(h) (1) The treasurer of the executive board after election as
treasurer and before entering upon the duties of the office as
treasurer shall execute to the council a corporate surety bond,
of 100% of the amount as nearly as can be ascertained that shall
be in the treasurer’s hands at any one time. All the bonds shall
be conditioned to the faithful discharge of the duties of the
office of treasurer. The amount and sufficiency of all bonds
shall be determined by the county clerk, and upon the county clerk's approval endorsed on the bond, shall be filed with the county clerk, who shall immediately notify the secretary of the executive board and the county treasurer of the approval and filing. The cost of any corporate surety bond so furnished shall be paid by the executive board. In the event of the breach of any condition thereof, the chairperson of the executive board shall, and if the chairperson does not, any member of the county may, cause a suit to be commenced thereon in the member's own name for the benefit of the council, in which suit it shall not be necessary to include the treasurer as a party to the suit and the money collected shall be applied to the use of the council, as the same should have been applied by the treasurer.

Public Notices of Annual Election Meeting

(2) Public notices of each annual election meeting or mail ballot election for county commissioner districts or at large, and the annual meeting of the county extension council provided for in this section shall be published once at least one week but not more than three weeks prior to the date fixed for such election or annual council meeting in a newspaper having general circulation in the county. The executive board shall call each of the annual election meetings and the annual meeting of the extension council and shall cause the notices of meetings to be published as herein required. The notices shall state the date, time and place of the meeting. The cost of publishing the notices shall be paid by the executive board of the county extension council.

Term of Office

(3) The elected officers and the members of the executive board shall hold office for one year and until their successors are elected and qualify. Vacancies in the membership of the executive board shall be filled for the unexpired term from the remaining members of the county extension council by the executive board. Vacancies among the officers of the executive board shall be filled for the unexpired term by election from the members of the executive board. Each year not earlier than January 2, and not later than January 15, the retiring executive board shall meet with the newly-elected executive board at a time and place designated by the chairperson of the retiring executive board. At the meeting the retiring executive board shall conclude all business of the past year and pay all lawful bills for the year in which it has served and provide the new executive board with all reports, records and other information which may be necessary to the operation of the county extension program during the ensuing year.

Filling Vacancies

Joint Meeting of Old and New Executive Boards

Term of Council Members

Filling Vacancies

(4) Members of the county extension council shall hold office for a term of two years and until their successors are elected and qualify, and no member of the council shall hold office for more than two consecutive terms. Vacancies in the membership of the county extension council shall be filled by appointment by the executive board for the unexpired term of office.
(i) Notwithstanding any other provision of this section, the
terms of all members of any county extension council serving
the effective date of this act shall expire in 1987, and 24
members shall be elected to constitute and be the county
extension council by one of the election methods authorized by
this section. Of the members elected to the county extension
council in 1987, six members shall be elected to represent
agriculture who shall be actively engaged in agricultural
pursuits, six members shall be elected to represent home
economics, six members shall be elected to represent 4-H club
and youth work, and six members shall be elected to represent
educational programs in economic development initiatives.
Three of each of the six members elected to represent each
county extension council member group shall hold office for
a one-year term and until their successors are elected and
qualify, and three of each six-member group shall hold office
for a two-year term and until their successors are elected
and qualify.

2-612. **Deposit of moneys; duties of treasurers.** All moneys
received by the treasurer for the council or executive board
shall be deposited by the treasurer in a bank
designated by the executive board and authorized
to receive public deposits. The treasurer shall pay out,
on the warrant of the secretary of the executive board, or
by a combination warrant check, in either case, signed by
the chairperson of the executive board, all moneys which shall
come to the treasurer's hands for the use of the council or
executive board, and the treasurer shall not pay any sum from
the funds of the council or executive board in any other manner.
The treasurer shall keep a record of all the moneys received
and disbursed, specifying the person or persons from whom
received and to whom paid, and the object for which same has
been paid out. The treasurer shall present to the executive
board at each regular meeting of the board a report in writing
containing a statement of all moneys received from the county
treasurer and from any other source since the last regular
meeting of the executive board; and of the disbursements
made with the items of such disbursements, and exhibit the
warrants or checks or combination warrants and checks therefor,
which report shall be recorded by the secretary of the
executive board; and at the close of the treasurer's term of
office shall settle with the executive board; and shall hand
over to the successor all records and papers received as
treasurer, together with all moneys remaining in the hands
of the treasurer.

2-613. **Duties of county treasurers.** The county treasurer
shall pay to the treasurer of the executive board of the
council of the county treasurer's county all moneys in the
county treasury belonging to said council, upon the order of
the treasurer of the executive board of the council counter-
signed by the secretary of the executive board: Provided,
That the county treasurer shall not pay to said treasurer of
8 the executive board any such moneys unless and until the
9 county treasurer has been notified by the county clerk that
10 said treasurer of the executive board has filed his or her
11 bond and same has been approved by the county clerk.

Duties of the Secretary of the Executive Board

2-614. Duties of executive board secretary; records open to
2 public. The secretary of the executive board shall: (1)
3 record the proceedings of all meetings of the executive board
4 in books provided for that purpose within 20 days following
5 the meeting; (2) prepare and submit to each meeting of the
6 executive board a report on the work and activities of the
7 county extension council since the last meeting of the
8 board; and (3) perform such other duties as are usually
9 performed by secretaries and as may be prescribed by the
10 executive board. The records of the secretary shall be open
11 to the public inspection at all reasonable times.

Appointment of Extension Agents

2-615. County extension service agents; qualifications,
2 appointment and compensation; jointly employed
3 agents; approval of county council or district
4 accounts and expenditures. (a) Except as otherwise
5 provided for jointly employed agents, the executive board of
6 the county extension council or the governing body of the
7 extension district, as the case may be, and the director of
8 extension, or the director’s authorized representative, shall
9 appoint an extension agent and determine the amount of the
10 extension agent’s compensation. The extension agent shall be
11 under the general supervision of the executive board or the
12 governing body of the extension district, as the case may be,
13 and the director of extension. The director of extension of
14 Kansas State University of Agriculture and Applied Science shall
15 determine the qualifications of each extension agent.

Multicounty Employment of Extension Agents

16 (b) The executive boards of two or more county extension
17 councils and the director of extension, or the director’s
18 authorized representative, may enter into an agreement
19 to jointly employ an extension agent or agents under like
20 conditions as the executive board of a single county. Any such
21 agreement may determine the amount of compensation to
22 be paid for each such agent by each executive board of
23 the county extension council and the director of extension, the
24 program and service priorities that will be applicable to each
25 such agent and the time each such agent is to spend in each
26 county. In any case where one or more extension agents are to
27 be jointly employed pursuant to such an agreement, each such
28 agent may be employed and supervised by a multicounty
29 extension governing board and the director of extension, or the
30 director’s authorized representative, in accordance with the
31 agreement entered into by the executive boards of the county
32 extension councils of the respective counties. Any such
33 multicounty extension governing board shall be composed of
34 the chairperson, vice-chairperson, secretary and treasurer of
35 each executive board entering into the agreement.
2-616. **Purpose of extension councils and districts; certain fees authorized; limitations.** (a) Each county extension council or extension district shall have for its sole purpose the giving of instruction and practical demonstrations in agriculture, marketing, home economics, 4-H club and youth work, community and resource development, and economic development initiatives to all persons in the county or extension district, as the case may be, and the imparting to such persons of information on those subjects through practical demonstrations, meetings, publications, or otherwise, in accordance with the program and service prescribed by the council or the governing body of the extension district, as the case may be. Extension councils and extension districts shall not engage in commercial or other private enterprises, legislative programs, or other activities not authorized by this act and shall not give preferred service to any individual, group or organization.

(b) County extension councils and the governing bodies of extension districts may collect fees for specific services which require special equipment or personnel, such as a soil testing laboratory, seed testing service or other educational service, but such councils and governing bodies shall not collect membership dues nor shall such councils and governing bodies collect dues for or pay dues to any local, state, or national organization or association. The furnishing of supplies or services deemed necessary by the director of extension and the executive board of the county extension council or the governing body of the extension district, as the case may be, to the conduct of any educational program authorized under this act shall not be considered private enterprise or commercial activity within the meaning of this act.

(c) Nothing in this act or any act amendatory thereof shall prevent any county extension council, any multicounty extension governing board, or any extension district, or any extension agents employed by such council, board or district, from using or seeking opportunities to reach an audience of persons interested in extension work through the help of interested farm organizations, civic organizations, or any other group. In using or seeking such opportunities the county extension council, multicounty extension governing board, or extension district, or the agents employed by such council, board or district, shall make available to all groups and organizations in the county, multicounty area or extension district, as the case may be, equal opportunity to cooperate in the educational extension program. Extension agents shall
not require uniform bylaws, rules, regulations and methods
of procedure in groups, clubs or organizations wishing to do
extension work. This prohibition shall not prevent extension
agents from suggesting bylaws, regulations and methods of
procedure for such groups, clubs or organizations.


2-619. Invalidity of part. If any section, subsection, clause,
sentence or phase of this act is for any reason held to be
unconstitutional and invalid, such decision shall not affect
the validity of the remaining portion of this act.

2-620. Extension councils in certain counties; office
facilities; tax levy, use of proceeds; protest petition
and election. In any county having a population of not less
than sixty thousand (60,000) nor more than seventy-five
thousand (75,000), the board of county commissioners may levy,
for a period not to exceed two years, a tax on all taxable
tangible property in such county not in excess of one-
quarter (1/4) mill on each dollar of assessed valuation of such
property for the purpose of creating and providing a special
fund to be used for the purpose of real estate, including
any buildings or structures thereon, and to make improvements
on such real estate for the purpose of providing office and
meeting room facilities for an extension council operating
under article 6 of chapter 2 of the Kansas Statutes Annotated
and acts amendatory thereof and to pay a portion of the
principal and interest on bonds issued under the authority
of K.S.A. 12-1774, and amendments thereto, by cities located
in the county. No levy shall be made under the provisions of
this act until a resolution authorizing the making of such a
levy be passed by the board of county commissioners specifying
the amount to be raised each year by such levy and published
for three successive issues in the official county newspaper
within the county, whereupon such a levy may be made unless a
petition in opposition to the same, signed by not less than
ten percent (10%) of the qualified electors of such county,
as determined by the vote for secretary of state in the last
preceding election, is filed with the county clerk of such
county within thirty (30) days following the last publication
of said resolution.

In the event such petition is filed it shall be the duty of
the board of county commissioners to submit the question to
the voters at an election called for such purpose at the
next general election.

2-621. Repealed, 1981