

**Iowa State University
Cooperative Extension Service
Ames, Iowa**

**MINUTES OF THE ORGANIZATIONAL MEETING OF
JOHNSON COUNTY AGRICULTURAL EXTENSION COUNCIL**

The first meeting of 2009 of the Johnson County Agricultural Extension Council was held on the 20th day of January 2009 at the Extension Office in Iowa City, Iowa.

John Schneider, acting chairperson, called the meeting to order at 7:00 p.m. with the following council members present: Maynard Hebl, Bill Terry, Donna Ruth, Connie Brinton, Larry Bonde, Donna Davis, John Schneider, Larry Culver, Denise Maier. Absent: None
Staff: Gene Mohling Others: Tom Wall, Jeff Englert, Laurie Goodrich

Laurie Goodrich introduced herself as the new JCAA business manager. She would like to review the fairbook.

**Extension Council Members for the Year 2009
(Terms beginning January 1, 2008 and expiring December 31, 2012)**

Name	Address (including zip code)	Telephone (including area code)
John Schneider	5725 520 th St., Lone Tree 52755	319/627-2009
Donna Ruth	PO Box 233, Hills 52235	319/430-0540
Maynard Hebl	3811 Hebl Ave., SW, Iowa City 52240	319/351-7123
Larry Culver	506 Brady St., Hills 52235	319/679-2626

(Terms beginning January 1, 2007 and expiring December 31, 2010)

Name	Address (including zip code)	Telephone (including area code)
Larry Bonde	15 W. View Acres NE, Iowa City 52240	319/530-9943
Denise Maier	4571 Maier Ave., Iowa City 52240	319/351-1997
Donna Davis	821 Spencer Drive, Iowa City 52246	319/354-1790
Bill Terry	3575 Hanks Dr., Iowa City 52240	319/337-3617
Connie Brinton	45 Norwood Circle, Iowa City 52245	319/338-4600

ELECTION OF COUNCIL OFFICERS:

Bill Terry moved to nominate the following slate of officers for 2009. 2nd by Maynard Hebl. John Schneider for chairperson; Bill Terry for vice-chairperson; Donna Ruth for secretary; Donna Davis for treasurer. Motion failed.

Nominations from the floor were requested and discussion followed on how to approach the election process.

Maynard Hebl nominated John Schneider for chair. 2nd by Bill Terry. Denise Maier nominated Larry Bonde. 2nd by Donna Ruth. Maynard Hebl moved nominations cease. 2nd by Bill Terry. John Schneider was elected chair.

Larry Culver nominated Larry Bonde for vice chair. 2nd by Denise Maier. Maynard Hebl moved nominations cease and cast unanimous ballot. 2nd by Larry Culver. Motion carried.

Larry Culver nominated Donna Ruth for Secretary. 2nd by Maynard Hebl. Maynard Hebl moved nominations cease and cast unanimous ballot. 2nd by Larry Culver. Motion carried.

Connie Brinton nominated Donna Davis for Treasurer. 2nd by Bill Terry. Maynard moved nomination cease and cast unanimous ballot. 2nd by Bill Terry. Motion carried.

The meeting was turned over to duly elected chair, John Schneider, and to duly elected secretary, Donna Ruth.

REVIEW AND APPROVAL OF FISCAL POLICIES:

Motion by Bill Terry that the Johnson County Agricultural Extension District's Fiscal policy has been reviewed and the policy shall remain in force as adopted. Seconded by Maynard Hebl. Carried. Council may revise the policies at any time. Checking signing will be completed next month.

Motion by Maynard Hebl that Hills Bank & Trust in Hills, Johnson County, Iowa is

approved as the depository for the Johnson County Agricultural Extension operating fund for 2009; and that all receipts be deposited in said bank; and that the maximum amount to be on deposit is \$350,000. Seconded by Bill Terry. Carried. Re-visit as the building project starts.

Motion by Maynard Hebl that the county extension education director be directed to secure an appropriate treasurer's bond for Donna Davis, duly elected as treasurer, volunteers, staff and the remaining 8 Council members in the amount of \$250,000. Seconded by Bill Terry. Carried.

Any two of the nine Council members can be directed to sign operating fund checks as needed to pay for budgeted expenses between regularly scheduled Council meetings, as authorized under Johnson County Fiscal Policy Section 3.2 B. 4.

SELECTION OF A DATE AND TIME FOR MEETINGS OF THE COUNCIL:

Motion by Larry Bonde that the regular meeting of the council be held at 6:00 p.m. unless otherwise stated on the 3rd Tuesday of each month at the Extension Office. Motion seconded by Denise Maier. Motion carried.

OTHER EXTENSION COUNCIL BUSINESS:

Motion by Bill Terry that the December 16 minutes be approved as corrected. Motion seconded by Maynard Hebl. Carried.

The checks and vouchers as reviewed by Bill Terry, Donna Davis, Denise Maier, Maynard Hebl .

Motion by Donna Davis to approved BBBS checks numbered 4732-4756. Seconded by Denise Maier. Carried.

Motion by Donna Davis to approved Extension checks numbered 17545-17603. Seconded by Bill Terry. Carried.

Motion by Donna Davis to accept the BBBS checking account balance of \$2587.08. Seconded by Donna Ruth. Carried.

Motion by Donna Davis to accept the BBBS money market account balance of \$59,422.64 and CD's of \$15,000.85 and \$15,000, \$5 BBBS savings at UICCU. Seconded by Donna Ruth. Carried.

Motion by Donna Davis to accept the Extension checking account balance of \$5574.35. Seconded by Maynard Hebl. Carried.

Motion by Donna Davis to accept the Extension money market account balance of \$117,636.81, CD of \$30,389.42 and cash box of \$100. Seconded by Maynard Hebl. Carried.

CD is due to mature in July 2009

Motion by Maynard Hebl to accept the volunteers list & BBBS Advisory Board, 4-H club leaders, YDC, Youth Council, BBBS volunteers, Fair Board, Master Gardeners and Project Leaders. Seconded by Bill Terry. Carried.

Motion by Bill Terry to approve a 2.5% increase in wages for Amy Heims, Lisa Yoder, Maggie Mishler, Kathy Beierschmitt and Dianna Colgan effective July 1, 2009, and increase Megan Ruplinger at 4.5% effective July 1, 2009. Seconded by Maynard Hebl. Carried.

Motion by Denise Maier that the official newspapers for 2009 will be the Iowa City Press Citizen and the Solon Economist for publishing the public hearing notice and financial reports. Motion seconded by Donna Ruth. Motion carried. Council would like to request circulation levels for 2009.

Three Council Committees: Legal/Financial, Policy/Personnel and Program, be established with the following members serving on each:

<u>Legal/Financial</u>	<u>Policy/Personnel</u>	<u>Program</u>
1. Larry Bonde	1. Connie Brinton	1. Denise Maier
2. John Schneider	2. Maynard Hebl	2. Larry Culver
3. Bill Terry	3. Donna Davis	3. Donna Ruth

Motion by Bill Terry that the FY2010 Budget be published for \$1,168,647 in expenditures with a Property Tax request of \$426,722 and \$8278 in Tax Replacement Excise Tax for a total of \$435,000 and a mil rate of \$.08413. Motion seconded by Maynard Hebl. Motion carried.

Jeff Englert reported on YDC efforts including area awards and county awards program at South Slope.

Larry Bonde volunteered to be the IACEC and BBBS liaison.

Tom Wall reported on Fair Board activities. Re-roof of Barn and Montgomery Hall is on the schedule for this year. FEMA funds have been received. Building proposal discussion was discussed. Needed is a picture of the building, parking, septic to help the process. The proposal appears to be moving forward. The proposal contained pre-determined buy options for buy back

and additional space if needed. An over view of Extension programs may help. Parking lot proposal continues to be a point of discussion. Diagram was shared.

Building committee volunteers include Larry Bonde, John Schneider, Connie Brinton, Bill Terry, and Maynard Hebl. All Council members will be notified of meetings and minutes taken. John Schneider will be the chair of the meetings.

The mileage rate has dropped to \$.55 per mile for county paid staff. Gene Mohling discussed ADA, EEO, Title IX & VI, and Open Meetings Law with the Council members.

Gene shared a communication from Paul Tanaka, University Legal Counsel, date 12/23/08. Extension Council committee meeting are subject to open meetings laws because the committees are always constituted by the Council, membership is exclusively made of Council members, only Council members would have a vote if a vote were taken, deliberation occurs and they often have power to act. Therefore written announcement of the meetings must be made, agendas must be posted and minutes must be taken and reports must be made back to the full Extension Council. Extension staff/public may attend the meetings.

Motion by Bill Terry to set the public hearing for Tuesday, February 17, at 6:30 p.m. in the Johnson County Extension Office. Seconded by Connie Brinton. Carried. Other agenda items were tabled until the February meeting. (program, legal counsel, mission statement, by laws, council goals. Motion by Maynard Hebl that meeting adjourn at 10:05 p.m. Motion seconded by Bill Terry. Motion carried.

Donna Ruth, Secretary

I, John Schneider, Chairperson, and I, Donna Ruth, Secretary, to the best of our knowledge and belief, certify that the above is a correct record of actions taken at said meeting.

Signed this 20th day of January, 2009, _____
Donna Ruth, Secretary

Signed this 20th day of January, 2009, _____
John Schneider, Chairperson

**One copy to be filed in the County Extension Office and typed in the
County Agricultural Extension Council Minute book.**

**Iowa State University
Cooperative Extension Service
Ames, Iowa**

CERTIFICATE OF ORGANIZATION*
Johnson County Agricultural Extension Council

I, John Schneider, Chairperson, and I, Donna Ruth, Secretary of the Johnson County Agricultural Extension Council do hereby certify that the first meeting of 2009 of the elected council members of the Johnson County Agricultural Extension Council was held on the 20th day of January 2009 at 7:00 p.m. at Extension Office, in Iowa City, Iowa, and elected the following as chairperson, vice-chairperson, secretary and treasurer of the Johnson County Agricultural Extension Council for one-year terms starting January 2009.

	Name	Address (including zip code)	Telephone (including area code)
Chairperson	John Schneider	5725 520 th St., Lone Tree 52755	319/627-2009
Vice-chairperson	Larry Bonde	15 W. View Acres NE, Iowa City 52240	319/530-9943
Treasurer	Donna Davis	821 Spencer Drive, Iowa City 52246	319/354-1790
Secretary	Donna Ruth	PO Box 233, Hills 52235	319/430-0540

The following is a complete list of members of the Johnson County Agricultural Extension Council: (List all members including officers listed above.)

(Terms beginning January 2007 and expiring December 2010)

Name	Address (including zip code)	Telephone (including area code)
Larry Bonde	15 W. View Acres NE, Iowa City 52240	319/530-9943
Denise Maier	4571 Maier Ave., Iowa City 52240	319/351-1997
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Bill Terry	3575 Hanks Dr., Iowa City 52240	319/337-3617
Connie Brinton	1818 Winston Drive, Iowa City 52245	319/338-4600

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The following are bona fide signatures of duly elected officers of the Johnson County Agricultural Extension Council:

Signature of Chairperson: _____

Signature of Vice-Chairperson: _____

Signature of Secretary: _____

Signature of Treasurer: _____

Date January 20, 2009 Signed _____
John Schneider, Chairperson

Date January 20, 2009 Signed _____
Donna Ruth, Secretary

- Original copy to be filed in office of the Board of Supervisors (County Auditor)**
- One copy to be filed with the County Treasurer**
- Two copies to be sent to your Area Extension Director**
- One copy to be filed in the County Extension Office**

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**NOTICE THAT BOND OF
JOHNSON COUNTY AGRICULTURAL EXTENSION
DISTRICT TREASURER HAS BEEN FILED**

I, Tom Slockett, County Auditor of Johnson County, Iowa, do hereby notify John Schneider, Chairperson of the Johnson County Agricultural Extension District, that Donna Davis, Treasurer, Extension employees, volunteers and Council members of the Johnson County Agricultural Extension District has filed in this office on this _____ day of February, 2009, a surety bond in the amount of \$250,000 dollars.

Dated this _____ day of February 2009.

Johnson County Auditor

- File original copy in the County Extension Office
- Send one copy to your Area Extension Director