

MINUTES OF THE MONROE COUNTY AGRICULTURAL EXTENSION COUNCIL
MEETING

Monroe County Agricultural Extension Council held a meeting on Thursday, February 24, 2022, at the Monroe County Extension office.

Chairperson, Dien Judge, called the meeting to order at 6:07 P.M. with the following township representatives present:

X Dien Judge	X Josh Buckingham
X Jordon Haywood	X Amber Reed
X Christine Wilson	X Kim Wynn
X Renee Peterson-Howell	Jon Bradley-Absent
X Megan Evinger	

Others present: Gene Mohling, Courtney May, Amie Koffman, Bryan Reed, Lisa Shephard, Nathalie Lathrop, Cicely Lawrence, Brad Evinger, Jayce Reed, Carla Johnson joined at 6:20, Curt Peterson joined at 6:41, Lori McAninch joined at 7:15.

Chairperson, Dien Judge, asked for approval of the agenda. Moved by Christine Wilson, seconded by Josh Buckingham to approve the agenda. Motion carried 8 to 0.

Public Comments: Dean Lathrop had a general comment to the board.

Secretary's Report- Moved by Renee Peterson-Howell, seconded by Megan Evinger to amend minutes of the previous meeting January 27, 2022 (approved and written or approved as corrected). Motion carried 8 to 0.

Treasurer's Report- Josh Buckingham read the monthly financial statement. Vouchers approved were; numbers 14592 through 14624, EFT totaling \$16,684.62 for the dates of 01/28/2022 through 02/24/2022. Moved by Christine Wilson, seconded by Megan Evinger that statements and vouchers be approved. Motion carried 8 to 0.

REPORTS

Chairperson- The sentencing hearing has been postponed.

Staff and Program Specialists- Staff reports are in the board packets.

EXTENSION COUNCIL COMMITTEES

Personnel- Completed exit interview for Meho Clark and did a 90-day review for Amie Koffman.

Fiscal- Nothing to update at this time

Programming- Discussed 4-H banquet and maybe looking at different options for the banquet.

Regional- Courtney May gave an update.

Iowa Extension Council Association- March 5, 2022, Iowa Extension Council Association Conference in Ames.

Monroe County 4-H Foundation- Anderson and Larkin finished the audit. Taxes are up to date. Paid scholarships and have sent papers out on 2022 scholarships.

Master Gardeners- One new member and doing webinars.

Fair Board- Justin Rozenboom stated that the fair board is moving forward and getting ready for the fair.

OLD BUSINESS

Bookkeeper Agreement- Moved by Renee Peterson seconded by Jordon Haywood to make Beth Kirkland an employee at \$29.00 an hour. Motion carried 8 to 0.

Fee for Public Records Requests- Table until next meeting Program Committee will work on this.

Review of and or approval of CYC Position- Motion by Jordon Haywood, seconded by Amber Reed that the board offers Amie Koffman the CYC position, but Amie will continue the OA duties until the OA position is filled. Motion carried 8 to 0.

Review and or Approval of Wage- Nothing to discuss at this time

Direct Deposit or Change Pay Schedule- Moved by Jordon Haywood seconded by Renee Peterson-Howell to make direct deposit for all employees. Motion carried 8 to 0.

Fairbook- Tabled until next meeting.

Summer Intern- Advertise Moved by Jordon Haywood, seconded by Kim Wynn to advertise the same job description as last year at \$12.00 an hour. Motion carried 8 to 0.

NEW BUSINESS

Consideration FY 2023 Budget- Roll Call Vote on the Bottom

Motion by Josh Buckingham, seconded by Renee Peterson Howell to open FY23 Public Hearing at 6:30 P.M.

Chairperson Dien Judge stated, "This is the time and place set for the FY23 public hearing on the Monroe County Extension Budget. The notice of the public hearing did appear in the Albia Newspaper not more than 20 days and not less than 10 days before the hearing as required by law on February 8, 2022.

Josh Buckingham moved to approve the FY23 Education Budget with total expenses of \$362,114.00 and a total levy of \$169,645.00 with \$167,067.00 in property tax levy and \$2,578 in utility excise tax, seconded by Renee Peterson-Howell. Motion carried 8 to 0.

Kim Wynn moved to approve the FY23 Unemployment Fund Budget with total expenses of \$0 and a total levy of \$0 with \$0 in property tax levy and \$0 in utility excise tax, seconded by Megan Evinger. Motion carried 8 to 0.

Renee Peterson Howell moved to approve the FY23 Tort Fund Budget with total expenses of \$4,346.00 and a total levy of \$4,500.00 with \$4,433 in property tax levy and \$67.00 in utility excise tax, seconded by Megan Evinger. Motion carried 8 to 0.

Amber Reed made the motion to change line items that reflected a plan, and no one seconded her motion. Roll call vote on approval of the budget:

Dien Judge-Yes

Renee Peterson-Howell-Yes

Josh Buckingham-Yes

Christine Wilson-Yes

Kim Wynn-Yes

Megan Evinger-Yes

Amber Reed- No

Jordon Haywood-No

Motion carried 6 to 2.

Moved by Josh Buckingham, seconded by Christine Wilson to close the public hearing at 6:37 P.M.

Public comments on the FY23 budget were made by Bryan Reed 1634 Hwy 137 Albia, IA 52531.

Consideration of Council Conference and Mileage and Annual Conference- Moved by Jordon Haywood, seconded by Josh Buckingham to pay for council members and employees to go to their conferences. Motion carried 8 to 0.

Consideration of Fair Ribbons Shared Expense- Moved by Christine Wilson, and seconded by Kim Wynn to share the expenses with Fair board. Motion carried 8 to 0.

Consideration of Fair Judges Share Expense- Moved by Christine Wilson, and seconded Kim Wynn to share the expenses with Fair board. Motion carried 8 to 0.

Consideration of Foundation Money – Moved by Jordon Haywood, seconded by Amber Reed to have Monroe County Extension recognize and reimburse the 4-H Foundation for misused funds of \$37,090.25, including the bookkeeping fee of \$1,000.00. Motion carried 7 to 1.

Consideration/Discussion Regarding Policies and Procedures- Dien Judge stated that the board would follow these procedures.

Consideration of Iowa Department of Revenue- No action.

Consideration of 4-H Foundation Checking Account- Already discussed.

Consideration of Davis County NEST Credit Card- Moved by Amber Reed, seconded by Jordon Haywood that the credit card limit is raised to \$5,000.00 each month until the end of June. Motion carried 8 to 0.

Consideration of Davis County Child Care Provider-Moved by Renee Peterson-Howell, seconded by Kim Wynn. Motion carried 8 to 0.

Consideration of MOU-Monroe County ISUEO- No action

ITEMS FOR NEXT MEETING

Items for the July meeting- Return credit card to the original amount for Davis County NEST.

The next meeting date is March 31, 2022, at 6:00 P.M.

Moved by Jordon Haywood, seconded by Kim Wynn to adjourn the meeting at 9:10 P.M. Motion carried 8 to 0.

Secretary,

A handwritten signature in black ink, appearing to read 'Christine Wilson', is written over the printed name.

Christine Wilson