

MINUTES OF THE MONROE COUNTY AGRICULTURAL EXTENSION COUNCIL
MEETING

Monroe County Agricultural Extension Council held a meeting on Wednesday, May 04, 2022
via Zoom.

Chairperson, Dien Judge, called the meeting to order at 7:00 P.M. with the following
township representatives present:

X Dien Judge

X Josh Buckingham

X Amber Reed

X Jordon Haywood joined at 7:10

X Christine Wilson

X Kim Wynn

X Renee Peterson-Howell

Others present: Courtney May

New Business:

Moved by Josh Buckingham, and seconded by Kim Wynn to offer the OA job to
Candidate A at \$16.00 an hour. The job could be offered up to \$17.00 an hour if needed. Motion
carried 7 to 0.

Moved by Renee Peterson-Howell, and seconded by Josh Buckingham to adjourn the meeting at
7:19 P.M.

Secretary

A handwritten signature in black ink, appearing to be 'CW' or similar initials, written over a horizontal line.

Christine Wilson

MINUTES OF THE MONROE COUNTY AGRICULTURAL EXTENSION COUNCIL MEETING

Monroe County Agricultural Extension Council held a meeting on Thursday, May 26, 2022
at the Monroe County Extension Office.

Chairperson, Dien Judge, called the meeting to order at 6:00 P.M. with the following
township representatives present:

X Dien Judge

X Josh Buckingham joined at 6:03

X Christine Wilson

X Kim Wynn

X Renee Peterson-Howell

X Jordon Haywood joined at 6:04

X Megan Evinger

Absent were: Amber Reed and Jon Bradley

Others present: Gene Mohling, Courtney Chapman, Cicely Lawrence, Lisa Shepard, Amie Koffman, Courtney May, and Jimmy Koffman

Chairperson, Dien Judge asked for approval of the agenda. Moved by Christine Wilson, seconded by Megan Evinger, to approve the agenda. Motion carried 5 to 0.

Open forum – an opportunity for any public present. No comments by the public.

Secretary's Reports- Moved by Kim Wynn, seconded by Renee Peterson-Howell, to approve minutes of the previous meetings, April 28, 2022, and May 04, 2022. (approved as written or approved as corrected). Motion carried 5 to 0.

Josh Buckingham joined at 6:03

Jordon Haywood joined at 6:04

Treasurer's Report- Josh Buckingham read the monthly financial statement. Vouchers approved were; number 14704 through number 14750, EFT totaling \$ 55,083.27 for the dates of 04/29/2022 to 05/26/2022. Moved by Christine Wilson, seconded by Renee Peterson-Howell, that statements and vouchers be approved. Motion carried 7 to 0.

REPORTS

Chairperson- Dien Judge talked about from the Board of Appeals decision. NEST program will be transitioning to SCIAP on July 1, 2022. Dien Judge thanked Cicely Lawrence for her outstanding efforts and time with Iowa State Extension.

Staff Reports and Program Specialists- Courtney Chapman gave a presentation on "What's New in Iowa 4-H". Other staff reports were in the board packet.

Regional- Gene Mohling gave an update. The MOU Committee has been selected and will be working as a committee throughout the summer. The new 2-Way score card will be every six months.

Iowa Extension Council Association- Nothing at this time.

EXTENSION COUNCIL COMMITTEES

Personnel- Candidate A did not take the job. Candidate B has accepted another position, so the OA position will be reposted.

Fiscal- Nothing at this time

Programming- The committee has talked with Amie about 4-H banquet items that need to be ordered.

Monroe County 4-H Foundation- Meeting was held on May 24, 2022. Foundation Scholarships were discussed and will be awarded at the fair. The attorney has provided the framework for moving forward with the Foundation's future.

Master Gardeners- The annual plant sale was successful.

Fair Board- They are working on improvements at the fairgrounds.

Council Training- Nothing at this time.

OLD BUSINESS: Nothing at this time

NEW BUSINESS:

Consideration of Fiscal Policy Updates- Moved by Renee Peterson-Howell, seconded by Christine Wilson, to approve the Fiscal Policy and Procedure Updates 2022 with the following changes; page 18, 6.3 (6) Authorization added- Council DOES authorize the bookkeeper to secure electronic/online permissions for viewing and or printing access only to obtain back account statements and information to aid in the reconciliation process. Under Authorizations page 19, 3.3A, Authorization for gift cards will have a \$20.00 limit. Page 20, 6.3 Council DOES authorize the bookkeeper to secure electronic/online permissions for viewing and or printing access only to obtain back account statements and information to aid in the reconciliation process. Motion carried 7 to 0.

Consideration of Disposal of Equipment- Moved by Jordon Haywood, seconded by Renee Peterson-Howell, to post a public bid in the office for the disposal of a computer. Motion carried 7 to 0.

Discussion on mowing- Dien Judge will have a conversation with Smead's about the bill. Moved by Renee Peterson-Howell, seconded by Kim Wynn, to have Carl Kendall do the mowing for the rest of the season at a rate of \$75.00 for each mowing. Motion carried 7 to 0.

Discussion of Building Security- Motion by Renee Peterson Howell, seconded by Josh Buckingham, to get quotes on getting security cameras. Motion carried 7 to 0.

Discussion of Direct Deposit Contract- No action taken.

Discuss facilities, office space, and equipment- No action taken.

Consideration of FY23 Budget- Moved by Renee Peterson-Howell, and seconded by Josh Buckingham, per IDOM instruction will be to approve the FY23 budget with \$362,144. in education funds expenses, \$0. in unemployment expenses, and \$4,346. in tort expenses with a tax levy of \$102,439. For education fund, \$0. in tort levy and \$0. in unemployment levy. Motion carried 7 to 0.

ITEMS FOR NEXT MEETING:

Next meeting is on June 30, 2022, at 6:00 P.M.

Moved by Christine Wilson, seconded by Josh Buckingham, to adjourn at 7:40 P.M. Motion carried 7 to 0.

Secretary,

Christine Wilson