

# Minutes of the Regular Meeting of Wapello County Agricultural Extension District

**DATE:** 26 FEBRUARY 2024    **TIME:** 6:30 PM    **LOCATION:** WAPELLO COUNTY EXTENSION OFFICE

## 1. Call the meeting to order-Paul Cartwright, Chairperson

## 2. Roll Call and Introductions

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| <input checked="" type="checkbox"/> Angle, Allison | <input checked="" type="checkbox"/> Cartwright, Paul     | <input checked="" type="checkbox"/> Conrad, Randy  |
| <input type="checkbox"/> Ammenhauser, Laura        | <input checked="" type="checkbox"/> Mach, Angie          | <input checked="" type="checkbox"/> Reece, Lisa    |
| <input type="checkbox"/> Reed-Appel, Melissa       | <input type="checkbox"/> Sorak, Rachel                   | <input checked="" type="checkbox"/> Witt, Clint    |
|  |  |  |
| <input checked="" type="checkbox"/> Hall, Cindy    | <input checked="" type="checkbox"/> Heisdorffer, Jessica | <input type="checkbox"/> Emery, Cindy              |
| <input type="checkbox"/> Burgess, Heather          | <input type="checkbox"/> Duff, Lisa                      | <input type="checkbox"/> McMillian-Sherwood, Karie |

**Guests:**

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## 3. Approval of Agenda-Paul Cartwright, Chairperson

- Moved by:

**Conrad**

- Seconded by:

**Mach**

- Motion Carried:

<b>6</b>	<b>TO</b>	<b>0</b>
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## 4. Forum-An opportunity for any public present

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## 5. Secretary's Report-Allison Angle, Secretary

- Minutes of the previous meeting

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- Moved by:

**Conrad**

- Seconded by:

**Witt**

- Motion Carried:

<b>6</b>	<b>TO</b>	<b>0</b>
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## 6. Treasurer's Report-Clint Kendrick, Treasurer

- Approval of Vouchers and EFT Payments

### VOUCHERS

15998	THROUGH	16017
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### EFT PAYMENTS

IPERS	\$2648.73
US Dept. Treasury	\$3388.62

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Treasurer, Iowa	<b>\$0.00</b>
Payroll	<b>\$13,479.10</b>
Travel/Reimb.	<b>\$506.33</b>

- Moved by:  
**Angie Mach**
- Seconded by:  
**Clint Witt**
- Motion Carried:  
**6 TO 0**

- Approval of Financial Statements

- Moved by:  
**Randy Conrad**
- Seconded by:  
**Angie Mach**
- Motion Carried:  
**6 TO 0**

## 7. Reports

- Staff and Program Specialists  
**Reports were sent out**
- Regional Director  
**Will be proposing budget, annual conference is next week, Van Buren and Jefferson have CYC positions open and if you know any one send them to Cindy Hall.**
- Iowa Extension Council Association  
**Professional Development opportunities...Extension Council on the road in Oskaloosa on March 26 (5:30-8:30 PM). Secretary and Chair training-Date TBD.**
- Extension Council Committees
  - Personnel  
**None**
  - Fiscal  
**Just met to discuss budget**
  - Programming  
**Haven't met, but Jessica sent out list of planned programs.**
- 4-H Foundation  
**Working on scholarships**
- Expo Board  
**Building is going up, talked about a fridge for upstairs.**
- Master Gardeners  
**Growing together garden grant was permitted, been working Brenda Jones to get some workshops planned.**
- MOU Committee  
**Haven't met**

## 8. Business

- New Volunteers  
**Mach made a motion to approve Melanie Conrad, Reece seconded Motion carried 7 to 0.**
- 4-H Hall of Fame  
**Witt made the motion and Conrad seconded the motion to approve the County Youth Coordinator and Expo Board's recommendation for the Iowa 4-H Hall of Fame. Motion carried 7 to 0.**

c. Cleaning Service

**Cindy Hall** done a walk through with the owner of the cleaning company and they came in last Thursday with 5 people and did a deep cleaning. We have looked at a couple other cleaning companies to get prices. Still waiting to hear back from a couple other companies that were reached out to.

d. Upstairs Fridge

**Witt** made a motion to approve the purchase of a new fridge for up to \$600 with Extension paying half and Expo Board paying the other half. **Conrad** seconded the motion. Motion carried 7 to 0

e. Summer Assistant Position

**Clint Witt** made motion, **Angie Mach** seconded, to approve posting the Summer Assistant Position at \$10 to \$13/hour for up to 275 hours. Motion approved 7 to 0.

f. FY25 Budget Proposal

**Angie Mach** moved and **Allison Angle** seconded that the FY25 Extension Educational Operating Budget be approved for \$516,929 in expenditures with a tax request of \$288,240 with \$269,697 from property tax and \$18,543 from utility excise tax. The council treasurer or designee is directed to officially publish that FY25 budget public hearing is scheduled for March 25, 2024 at 7:00 PM at the Wapello County Extension Office, 13011 120<sup>th</sup> Ave. Ottumwa, IA 52501. Approved 6 to 0.

**Clint Witt** moved and **Angie Mach** seconded that the FY25 Extension Unemployment budget be approved for \$7,000 in expenditures with a tax request of \$4,500 with \$4,209 from property tax and \$291 from utility excise tax. The council treasurer or designee is directed to officially publish that FY25 budget public hearing is scheduled for March 25, 2024 at 7:00 PM at the Wapello County Extension Office, 13011 120<sup>th</sup> Ave. Ottumwa, IA 52501. Approved 6 to 0.

**Randy Conrad** moved and **Clint Witt** seconded that the FY25 Extension Tort Liability budget be approved for \$7,000 in expenditures with a tax request of \$5,000 with \$4,675 from property tax and \$325 from utility excise tax. The council treasurer or designee is directed to officially publish that FY25 budget public hearing is scheduled for March 25, 2024 at 7:00 PM at the Wapello County Extension Office, 13011 120<sup>th</sup> Ave. Ottumwa, IA 52501. Approved 6 to 0.

g. Iowa State Catalyst Grant/Regional 4-H Position

Looking for a volunteer to be on this committee to meet via zoom with the counties to apply for this funding. **Allison Angle** Volunteered for committee.

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9. Agenda items for the next meeting

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10. Next Meeting

- March 25, 2024, at 6:30 PM at the Wapello County Extension Office

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11. Adjourned

- Moved by:  
**Angie Mach**
- Seconded by:  
**Randy Conrad**
- Motion Carried:  

6	TO	0
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