

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

**DATE:** 27 FEBRUARY 2023    **TIME:** 6:30 PM    **LOCATION:** WAPELLO COUNTY EXTENSION OFFICE

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

## 2. Roll Call and Introductions

<input checked="" type="checkbox"/> Angle, Allison	<input checked="" type="checkbox"/> Cartwright, Paul	<input checked="" type="checkbox"/> Conrad, Randy
<input type="checkbox"/> Ellis, Stephanie	<input checked="" type="checkbox"/> Kenrick, Clint	<input checked="" type="checkbox"/> Mach, Angie
<input checked="" type="checkbox"/> Reece, Lisa	<input checked="" type="checkbox"/> Reed-Appel, Melissa	<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"/> Ackerman, Karen	<input type="checkbox"/> Duff, Lisa	<input type="checkbox"/> McMillian-Sherwood, Karie

### Guests:

Duane Bass, Natalie Kospieker

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

- Moved by:

Randy Conrad

- Seconded by:

Angie Mach

- Motion Carried:

8	TO	0
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## 4. Open Forum-An opportunity for any public present

None

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

- Minutes of the previous meeting

- Moved by:

Randy Conrad

- Seconded by:

Clint Kendrick

- Motion Carried:

8	TO	0
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## 6. Treasurer's Report-Clint Kendrick, Treasurer

- Approval of Vouchers and EFT Payments

### VOUCHERS

15731	THROUGH	15752
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### EFT PAYMENTS

IPERS	\$2311.99
US Dept. Treasury	\$2867.94

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Treasurer, Iowa	<b>\$0.00</b>
Payroll	<b>\$11,907.08</b>
Travel/Reimb.	<b>\$661.73</b>

- Moved by:  
**Clint Witt**
- Seconded by:  
**Randy Conrad**
- Motion Carried:  
**8 TO 0**

- Approval of Financial Statements

- Moved by:  
**Angie Mach**
- Seconded by:  
**Clint Kendrick**
- Motion Carried:  
**8 TO 0**

## 7. FY23 Budget Hearing (7:00 PM)

**Randy Conrad**

Moved to recess the regular meeting.

**Angie Mach**

Seconded the motion

Motion carried:

**8 TO 0**

**Clint Kendrick**

Moved to open the budget hearing.

**Angie Mach**

Seconded the motion

Motion carried:

**8 TO 0**

Comments:

**None**

**Paul Cartwright**

Moved to close the budget hearing and reopen the regular meeting.

**Randy Conrad**

Seconded the motion

Motion carried:

**8 TO 0**

## 8. Reports

- Staff and Program Specialists

**Emailed to all Extension Council Members**

- Regional Director

#### 4-H Youth Outreach Program Assistant Job Opening

c. Iowa Extension Council Association

Conference was online and was recorded to watch at a later date.

d. Extension Council Committees

- Personnel

No report

- Fiscal

No report

- Programming

No report

e. 4-H Foundation

Meet at the end of March

f. Expo Board

Duane Bass discussed the \$31,700 budget from extension, will be \$5000 above the budget with the estimations for the end of the year. The main kitchen will be having a new unit put in for heat and air conditioning with an expense of \$15,000. Expo Board will be asking for a grant for an ice machine in the main kitchen that will cost around \$5000. Natalie Kopsieker discussed the cleaning contract and what they are responsible for as there have been issues.

g. Master Gardeners

No meeting. Meeting in April.

h. MOU Committee

Keys are to be changed with the Loktronics company for the entire building.

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### 9. Old Business

a. FY24 Budget

Randy Conrad moved that the FY 2024 Extension Education Operating Budget be approved for **\$530,464** in expenditures with a total tax request of **\$274,765** with **\$255,830** from property tax and **\$18,935** from utility excise tax. Motion seconded by Angie Mach. Motion carried by a vote of 8 to 0.

Melissa Reed-Appel moved that the FY2024 Extension Unemployment budget be approved for **\$5,000** in expenditures with a total tax request of **\$5,000** with **\$4,649** from property tax and **\$351** from utility excise tax. Motion seconded by Clint Kendrick. Motion carried by a vote of 8 to 0.

Angie Mach moved that the FY2024 Extension tort liability budget be approved for **\$5,000** in expenditures with a total tax request of **\$0** with **\$0** from property tax and **\$0** from utility excise tax. Motion seconded by Clint Kendrick. Motion carried by a vote of 8 to 0.

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### 10. New Business

a. New Council Member Appointment

Clint Witt reached out to Rachael Sorak, and she agreed to be on the Extension Council. Clint Kendrick made the motion to approve, Angie Mach seconded it. Motion passed 8 to 0.

b. Phone Service

Verizon is not working with Jessica Heisdorffer on the needs we have at the extension office. Met with infomax for a quote. Access Systems is internet based. Farmtel is who we have the internet through for the extension office, and they came out and discussed the issues we are having to see if it will work. All three businesses can meet the requests we are asking for. Motion for a new phone system by Randy Conrad for Farmtel for a new system, second by Clint Kendrick. Angie Mach would like to amend the motion by maximum of 2 year contract, seconded by Randy Conrad. Amendment passed 7 to 1. Motion passed 8 to 0.

c. Cardboard Dumpster

Can no longer put cardboard in the dumpster. Small Cardboard dumpster is \$50/month, picked up once a week. Motion by Clint Kendrick to get a cardboard dumpster, seconded by Angie Mach. Passed 8 to 0.

- d. Iowa State Extension MOU Last signed MOU with Iowa State Extension in 2020.

Clint Witt made a motion from July 1, 2023 to June 30, 2026 as a model 1 county, seconded by Randy Conrad. Motion passed 8 to 0

- e. Regional Office

Wapello County currently houses the Regional Extension Director. Motion by to renew to house the Regional Extension Director in Wapello County by Randy Conrad, seconded by Clint Kendrick. Motion passed 8 to 0.

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**11. Agenda items for the next meeting**

Discuss the budget for extra money for the Wapello County Expo Board for increased expenses in utilities.

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**12. Next Meeting**

- March 27, 2023 at 6:30 PM at the Wapello County Extension Office

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**13. Adjourned**

- Moved by:

Randy Conrad

- Seconded by:

Angie Mach

- Motion Carried:

8 TO 0

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**Secretary, Wapello County Agricultural Extension District**

*Allison Angle*