

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 checked="" type="checkbox"/> Kendrick, Clint	<input checked="" type="checkbox"/> Mach, Angie	<input checked="" type="checkbox"/> Reece, Lisa
<input checked="" type="checkbox"/> Reed-Appel, Melissa	<input checked="" 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"/> Ackerman, Karen	<input type="checkbox"/> Duff, Lisa	<input type="checkbox"/> McMillian-Sherwood, Karie

Guests:

Natalie Kopsieker, Expo Board and Duane Bass, Expo Board

3. Approval of Agenda-Paul Cartwright, Chairperson

- Moved by:

Randy Conrad

- Seconded by:

Melissa Appel

- Motion Carried:

8 TO 0

4. Open Forum-An opportunity for any public present

None

5. Secretary's Report-Allison Angle, Secretary

- Minutes of the previous meeting

- Moved by:

Angie Mach

- Seconded by:

Clint Kendrick

- Motion Carried:

8 TO 0

6. Treasurer's Report-Clint Kendrick, Treasurer

- Approval of Vouchers and EFT Payments

VOUCHERS

15753	THROUGH	15770
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EFT PAYMENTS

IPERS	\$0.00
US Dept. Treasury	\$0.00

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Treasurer, Iowa	\$0.00
Payroll	\$0.00
Travel/Reimb.	\$0.00

- Moved by:
Angie Mach
- 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. Reports

- Staff and Program Specialists
Jessica emailed the updates from the staff.
- Regional Director
Discussed flier by ISU Extension for Wapello County by the Numbers
 - County by the Numbers
- Iowa Extension Council Association
No Report
- Extension Council Committees
 - Personnel
Will be discussed under new business
 - Fiscal
Will be discussed under new business
 - Programming
Had pasture rent and fence law classes recently
- 4-H Foundation
Scholarship interviews last week
- Expo Board
This Saturday is the Easter Breakfast, Barns getting emptied with campers and boats leaving, clean up day April 15, Approval from Alliant Energy for \$2000 rocket project again, Looking at purchasing commercial ice cube machine, putting new roof on the old part of the building, many other activities coming up
- Master Gardeners
Will meet next week
- MOU Committee
Working on locks

8. Old Business

- New Volunteers
Rhonda McClellan, Tom Dvorak and Jillian Miller. Randy Conrad made the motion, and Angie Mach second. In favor 8 to 0.

9. New Business

a. **Tax Rollback**

Wapello County Extension will have \$5293 less in tax money for our budget for 2024.

b. **Utilities Budget**

Fiscal Committee discussed adding \$2000 for the 2024 budget to increase the rent to the Wapello County Expo Board to help with utility costs.

c. **Cleaning**

New Quote from Top Notch Cleaning, which is double the price of what currently paying. Staff is already cleaning their own offices to help with expenses. Staff has cut back to only have them clean the shared spaces.

d. **4-H forward grant committee**

Apply for up to \$30,000 in grant money to work on projects to recruit more underserved kids in our community. Looking for volunteers to help with ideas for the grant. Volunteers Rachel Sorak, Paul Cartwright, and Duane Bass.

e. **AmeriCorps Position**

AmeriCorps Grant through Iowa 4-H that is shared between Wapello 4-H, \$4000, and Iowa 4-H. Hire a person for 900 hours that would be in charge of the Makers Space. Motion by Angie Mach to move forward to getting AmeriCorps intern, Seconded by Rachel Sorak. Motion passed 8 to 0.

f. **Fiscal Policy**

Motion to approve the fiscal policy with the following change, \$50 per staff member per year to purchase Extension apparel with public funds by Allison Angle, seconded by Angie Mach. Approved 8 to 0

g. **Personnel Policy**

The personnel policy and procedures for the personnel committee to bring back adjustments to the suggestions for approval at the next extension council meeting.

10. Agenda items for the next meeting

Personnel Policy, fiscal policy

11. Next Meeting

- April 24, 2023 at 6:30 PM at the Wapello County Extension Office

12. Adjourned

- **Moved by:**

Randy Conrad

- **Seconded by:**

Angie Mach

- **Motion Carried:**

8 TO 0

Secretary, Wapello County Agricultural Extension District

Allison Angle