# WAYNE COUNTY EXTENSION COUNCIL MEETING To be Held at the Extension Office, 220 E. Jefferson St., Suite \#1 Minutes <br> Thursday, February 27, 2020, at 6:30 p.m. 

I. Call the Meeting to Order - Rockhold, Chair

Roll Call and Introductions Dan called the meeting to order at 6:35pm. Those present were; Mark Winslow, Sara Gillum, Nicole Polsdofer, Brad Head, Bronson Allred, Syerra Niday

## Bridget Davis arrived at 6:36pm Sarah Carter-Jones arrived at 7:01

## Approval of the Agenda - Rockhold, Chair- Moved by Nicole seconded by Mark Motion carried 5 to 0 <br> I. Open Forum - an opportunity for any public to speak

II. Secretary's Report - Dodson, Secretary

Approval of minutes from January 21, 2020 (blue) Moved by Nicole__Seconded by Brad___Motion carried _6_to _0__
III. Treasurer's Report - Davis, Treasurer
a. Approval of January Vouchers - \#11647-\#11677 and EFTs of $\$ 4293.98$ Moved by Mark seconded by __Nicole ___ Motion carried _6_ to _0__
b. Review of financial reports for January, 2020 (lime green)

## 7 PM : FY 21 Budget Hearing

Motion to recess regular council meeting at or after the time designated in published hearing notice. Markmoved Nicole seconded approved 7-0
Chair: "This is the time and place set for a public hearing on the lowa State University Extension and Outreach in Wayne Extension Education Operating budget and Tort and Unemployment budget
Chair: "The notice of the public hearing did appear in the newspaper on February 11, 2020, as required by law."
Chair: "Are there any objections or comments concerning the budget?"

1. If comments have been received by the extension office, staff and/or council members ahead of this hearing, it is appropriate to share these now. Likewise, if no comments have been received, note that in the minutes.
2. If comments are received, they need to be accurately recorded in the minutes with the person's name and address.
3. If no one asks to speak, the chair instructs the secretary to note that fact in the minutes. There were no comments.
Chair requests a motion to close the public hearing. "I move to close this public hearing." Nicole Motion
brad seconded, motion carried 7-0. and the vote completely recorded.
Chair reopens recessed meeting ---or ---- opens the regular meeting. 7:10pm
VII. Reports: 5 minutes or less if possible
a. Staff and program specialists: OA, GSF, PABS (pink)
b. Extension Council Committee -

Building/Grounds- sewer repair (will be receiving a bill)
Fiscal/Legal
Personnel- policy review - can we direct deposit paycheck (looking into and bring to next meeting)

Programming 13 signed up for grant writing 101, 2 for HH keeping time the same for target client
c. Regional Director
d. Iowa Extension Council Association
e. 4-H and Youth Committee- 2 applicants for summer assistant, 4-H scholarship deadline is March $2^{\text {nd }}$, Food stand supplies need to be ordered 2 weeks in advance (at least)
f. Fair Board- fair board is happy to work with Sara
VIII. Unfinished Business
a. Consideration of cumulative volunteer list (orange)

Motion to approve by Nicole, seconded by Bridget, approved 7-0
b. Consideration of new volunteer

Mark motioned to approve Ashley Hoffman as a new volunteer, seconded by Nicole approved 7-0.
IX. New Business
a. Consideration of FY 21 budget

Consideration of FY 21 Education Budget:
Chair requests a motion to approve budget request(s). "__Nicole_move that the FY 2021 Extension Education Operating Budget be approved for \$ __ 292415 $\qquad$ in expenditures with a total tax request of \$_115852 $\qquad$ , with \$__113718___from property tax and \$_2134___ from utility excise tax. Motion seconded by_Brad $\qquad$ . Motion carried by a vote of_7_ to_0_."

## Consideration of FY 21 Unemployment budget:

Chair requests a motion to approve budget request(s). " Brad move that the FY 2021 Extension Unemployment Budget be approved for \$ 9972 $\qquad$ expenditures with a total tax request of $\$ \ldots 3481$ $\qquad$ , with \$_3415 $\qquad$ from property tax and $\$$ _66 $\qquad$ from utility excise tax. Motion seconded
by__Bronson_. Motion carried by a vote of_7_ to_0_."
Consideration of FY 21 Tort Budget:
Chair requests a motion to approve budget request(s). "__Nicole $\qquad$ move that the FY 2021 Extension Tort Budget be approved for \$_2572 $\qquad$ in expenditures with a total tax request of $\$$ $\qquad$ with \$_1964__from property tax and \$__36__from utility excise tax. Moved by $\qquad$ Motion seconded by__Sarah $\qquad$ . Motion carried by a vote of_7_ to__0."
b. Consideration of SESS registration and mileage (coral)

Mark moved to approve covering cost of recertification training, mileage, and hotel stay for Eric Couchman. Brad seconded approved 7 to 0
c. Consideration of retinal imaging device (red)

Bridget moved to approve purchase of the new retinal image device from the 4-H Endowment Fund, Bronson seconded, approved 7 to 0
d. Consideration of Grant Writing 101 (green) Mark moves to approve sponsorship for Sara, Michelle, and Syerra to participate in Grant Writing 101 Workshop, Nicole seconded, approved 7 to 0
e. Consideration of $4-\mathrm{H}$ strategic planning (teal)

Mark moves to approve hotel stay for Sara on March 31, 2020, Nicole seconds approved 7-0
f. Consideration to apply for PABS funding Mark moved to approve applying for grant funds for Pick A Better Snack Bridget seconded, approved 7-0
X. Agenda Items for Next Meeting direct deposit
XI. Date/Time/Location of Next Meeting__March 19 ${ }^{\text {th }}$ at 6:30pm

Adjourn at $\qquad$ 7:45 pm

Secretary,
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