

WAYNE COUNTY EXTENSION COUNCIL MEETING

Held electronically due to COVID -19

Minutes

Thursday, June 18, 2020 at 6:30 p.m.

Please click this URL to start or
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Meeting ID: 973 2306 8476

- I. Call the Meeting to Order – [Melissa Dyer called the meeting order at 6:39pm](#)
- II. Roll Call and Introductions those present were Melissa Dyer, Brad Head, Nicole Polsdofer, Mark Winslow, Sarah Carter-Jones and Bridget Davis (council members), Syerra Niday, Sara Gillum (Extension employees), Sue Henderson (ISU Extension Regional Director), Justin Lain, Dan May (representing the Fair Board) and Kari Dodson (council member) arrived at 6:47pm
- III. Approval of the Agenda – [Nicole motioned to approve, Mark seconded, motion passed unanimously.](#)
- IV. Open Forum – an opportunity for any public to speak

The Wayne County Extension Council allows time for public forum, where the public may present information or concerns to the council. Each participant will be limited to 5 minutes. If your concern is not listed in the agenda below there will be no action taken at this meeting, but concerns may be an agenda item at future meetings. No defamation of character or slander will be tolerated during this forum and office personnel issues will be directed to the proper chain of command and not discussed in this forum.

[Justin Lain, president of the Fair board, shared that he was here to help answer any questions. Dan May agreed with an introduction.](#)

- V. Secretary's Report – Dodson, Secretary

Approval of minutes from May 27, 2020

Moved by [Mark](#) Seconded by [Nicole](#) Motion carried 5 to 0

- VI. Treasurer's Report – Davis, Treasurer

a. Approval of Vouchers [11773](#) to [11793](#) and EFTs of [3732.53](#) Moved by [Mark](#)
Seconded by [Brad](#) Motion carried [5](#) to [0](#)

b. Review of financial reports through May, 2020

VII. Reports: **5 minutes or less if possible**

- a. Staff and program specialists: OA, GSF
- b. Extension Council Committee –
 - Building/Grounds-Go ahead and contact Dennis Clayton for gutters
 - Fiscal/Legal- communication with the auditor
 - Personnel- June 22 is the application deadline for the PABS position
 - Programming- Some free online programs running, Sow and Grow, Food Preservation, Science of Parenting
- c. Regional Director- Protocol with Structure for Success, Update from insurance company regarding COVID-19,
- d. 4-H and Youth Committee- Recommendations for the fair, nominations, and food stand was discussed. Changes with insurance affects what can be done.
- f. Fair Board, Mark

VIII. Unfinished Business

- a. Consideration of what does fair look like?

Looked at the 2020 Wayne County Fair Proposal which included recommendations from the Extension Council Executive Committee and the 4-H Adult Committee

Those wanting to participate virtually will need to inform Sara at Fair Entry so there is time to prepare.

Justin would like to take the 4-H adult committee proposal to the fair board and believes it is doable. Dan agreed that the 4-H adult committee recommendations were appealing and that he's comfortable having FFA students follow these guidelines.

Nicole motioned to approve the 4-H adult committee recommendation with the virtual entry option, Mark seconded, motion was approved unanimously.

- b. Consideration of food stand use and rent – Truett Pershy is interested in renting. Kari motioned to rent the food stand to Truett for \$3000 for the fair week, no 4-H youth or volunteers will work in the food stand, Sarah seconded, motion passed unanimously.

- c. Consideration of office reopening plan- Right now, staff come and go into the office as needed. Specialists are welcome. Staff needs to sanitize their areas regularly. July 6th plan to have staff back in the office regularly with all protective equipment and doors locked. Consider public opening at July meeting.

Nicole motioned to approve the office reopening plan, Brad seconded, motion passed unanimously

d. Consideration of SCICAP rental- Whitfield and Eddy would like to look at the lease contract once formed. Bridget motioned to allow fiscal legal committee to move forward with lease contract once we have an interested party, Sarah seconded, motion carried unanimously.

e. Consideration of polycom conferencing system- reviewed features and purchase price.

Mark motioned to purchase polycom conference system, Brad seconded, motion carried unanimously

New Business

a. Consideration of new volunteers- N/A right now but will have a dog project volunteer before the fair.

Agenda Items for Next Meeting

New Volunteers

PABS position

XI. Date/Time/Location of Next Meeting July 16, 2020, 6:30pm, via zoom or conference call

XII. Adjourn

Bridget moved to adjourn at 8:14 pm Brad seconded, motion approved unanimously

Secretary, _____

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