

WAYNE COUNTY EXTENSION COUNCIL MEETING  
To be Held at the Extension Office, 220 E. Jefferson St., Suite #1  
Minutes

Wednesday May 18<sup>th</sup>, 2022  
at 6:30 p.m.

- I. Call the Meeting to Order – Bridget called the meeting to order at 6:36pm
- II. Roll Call and Introductions- Bridget, Dave, Sarah, Lindsey, Courtney, and Nicole called in. Syerra
- III. Approval of the Agenda –  
Moved by \_\_\_Dave\_\_\_ Seconded by \_\_\_Nicole\_\_\_ Motion carried \_5\_ to 0  
\_\_\_
- IV. Open Forum – an opportunity for any public to speak
- V. Secretary's Report –Secretary
  - a. Approval of minutes from April 20<sup>th</sup>, 2022  
Moved by \_\_\_Dave\_\_\_ Seconded by \_\_\_Nicole\_\_\_ Motion carried 5\_ to \_\_\_0\_
- VI. Treasurer's Report Treasurer
  - a. Approval of Vouchers 12434-12463 and EFTs of \$ 4655.29 Moved by \_\_\_Nicole\_\_\_ Seconded by \_\_\_Bridget\_\_\_ Motion carried \_5\_ to \_\_\_0\_
  - b. Review of financial reports for April 2022
- VII. Reports: **5 minutes or less if possible**
  - a. Staff and program specialists: OA, GSF, PABS, CYC
  - b. Extension Council Committee –
    - Building/Ground- Had a couple people interested in renting- came to look and will chat with Mark more in the near future.
    - Fiscal/Legal Not met- building payment decision
    - Personnel- two applicants, need to move on interview scheduling
    - Programming- need to meet

- c. Regional Director- Carryover Report, Met with Troy for Health Insurance Info. July 1<sup>st</sup> is the hard deadline- June 15<sup>th</sup> is deadline that gives time for processing if the CYC elects to have insurance.
- d. 4-H and Youth Committee- Get clarity on who can rep council
- e. Fair Board, Mark-

#### VIII. Unfinished Business

- a. Consideration of Nominating Committee

Dave Moves to approve Pat Swartzlander, Boyd Sinclair, Nancy Bellon and Tim Runyon as the nominating committee, Nicole seconds approved unanimously.

#### IX. New Business

- a. Consideration of Fiscal Policy Updates

Dave moved to approve changes as they stand including not authorizing the use of giftcards, update credit cards to include limit for \$2000 for each cardholder, and authorize the bookkeeper to access the bank statements electronically, Bridget seconded. Approved unanimously.

- b. Consideration of Civil Rights Training

Tabled

- c. Consideration of Council Secretary

tabled

- d. Consideration of Old Settlers Donation

No Action

- e. Consideration of Interstate Bank Documents

Bridget will be an additional authorized online user

#### X. Agenda Items for Next Meeting

## CYC Recommendation

- XI. Date/Time/Location of Next Meeting  
\_\_\_\_\_ **Wednesday June 15<sup>th</sup>**, \_\_\_\_\_ at 6:30 pm at the Extension Office
- XII. Adjourn **7:15pm**

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Extension Council Secretary

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