

**CLINTON COUNTY EXTENSION COUNCIL MEETING**

**Clinton County Extension Office, DeWitt**

Wednesday, January 17<sup>th</sup>, 2024 – 7:00 pm

**AGENDA**

1. **Roll Call** = Time: \_\_\_\_\_

Key: P = Present, O = Online/Virtual, A = Absent

**Council:** Jessie Jacobi:\_\_\_ Paul Beeck:\_\_\_ Barb Boeckmann:\_\_\_ Ann Eisenman:\_\_\_ Karen Friis:\_\_\_  
Marlin McCormick:\_\_\_ Gayle Powell:\_\_\_ Brian Schmidt:\_\_\_ Dan Smicker:\_\_\_

**Staff:** Sam Genson:\_\_\_ Jeff Macomber:\_\_\_ Amanda Rau:\_\_\_ Cris Vetter:\_\_\_

**Guests:** \_\_\_\_\_

2. **Consent Agenda: MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_** to approve the consent agenda.

*The following are considered to be routine and will be enacted by a single motion. There will be no separate discussion about these items unless requested by a Council member. The item will then be removed from the Consent Agenda and placed in an appropriate place on the agenda below.*

- a. Approval of Agenda
- b. Minutes from last month’s regular meeting
- c. Financial Reports:
  - i. Balance Sheet
  - ii. Bank Statement
  - iii. Outstanding Checks
  - iv. Revenue & Expense Summary
  - v. Revenue & Expense Detail

3. **Voucher Report Approval**

Checks # \_\_\_\_\_ to # \_\_\_\_\_ for \$ \_\_\_\_\_

Electronic Funds Transfers (EFTs) \$ \_\_\_\_\_

Direct Deposits \$ \_\_\_\_\_

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_**

**VOTE: Yes\_\_ No\_\_**

4. **Approval of Volunteers**

5. **Public Comments:**

*Sign-in sheet on table. Please identify yourself, your title, any group or organization for which you are serving as a spokesman, and any personal or business interest you have in the subject on which you will be commenting. **There is a 3-minute maximum time allowance for each speaker.** If more than 20 minutes, council may determine alternate guidelines for public comments to not delay the regular meeting and more adequately accommodate public comments.*

6. **Committee Reports and Action Items:**

- a. Facility – OCTOBER, DECEMBER, MAY
- b. Finance – Will meet prior to Council in NOVEMBER, JANUARY, FEBRUARY, APRIL
- c. Personnel – (not before a Council meeting), DECEMBER, MAY/JUNE
- d. Programming, Public Relations, & Marketing – MARCH

7. **Program/Staff Reports:**

- a. Regional Director – Jeff Macomber
- b. County Director – Sam Genson

- c. CYC – Amanda Rau
- d. ANR Program Coordinator – Cris Vetter

**8. Business**

- a. Approve hiring of Fayeth Henningsen and Elly Cain for the role of Summer Assistant @ \$12 per hour and 30 hour per week.

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ VOTE: Yes\_\_ No\_\_**

- b. Approve reimbursing Samantha Heilig out of lowanna’s club account for various vendors for Angel Tree gift shopping (\$1,222.31) and college care package shipping (\$10.95) for a total of \$1,233.26.

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ VOTE: Yes\_\_ No\_\_**

- c. Approve approving the following gift card reimbursements

- Samantha Heilig, lowanna, for Angel Tree shopping (\$65 to Tina’s Nail Salon and \$45 to DeWitt Operahouse)
- Kerri Stevens, Orange Future Leaders, for Angel Tree shopping (\$50 Xbox and \$50 Walmart)
- Cathy Kuehn, DeWitt Hustlers, for Angel Tree shopping (\$200 total for McDonalds, Subway, Amazon, Foot Locker, Dicks, Nike)

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ VOTE: Yes\_\_ No\_\_**

- h. Approve new property insurance provider with the cost of \_\_\_\_\_ per year.

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ VOTE: Yes\_\_ No\_\_**

- i. FY2025 Work Budget and Public Hearing Date (figures coming)

Motion that the FY2025 budget be approved for \$ XXX in expenditures with a tax request of \$ XXX with \$ XXX from property tax and \$ XXX from utility excise tax.

And, the FY2025 Extension Tort Liability Budget estimate be approved for \$XXX in expenditures with a total tax request of \$ XXX from property tax and \$XXX from utility excise tax.

The Council Secretary or designee (County Director) is directed to officially publish that the FY2024 budget public hearing for February ??, 2024, at ??:00 p.m. at the Extension Office, 400 E. 11th St. DeWitt , IA.

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ VOTE: Yes\_\_ No\_\_**

- d. Approve use/purchase of Calm app - <https://business.calm.com/calm-premium-for-employees/> - as part of EAP (Employee Assistant Program). Cost will be \$35-48 **per year** per employee, depending on the final statewide enrollment.

**MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ VOTE: Yes\_\_ No\_\_**

- j. Further discuss participation/attendance policy for 4-H members in relation to showing at the County Fair

**9. Group Reports:**

- a. Master Gardener
- b. 4-H Foundation

**10. Future Meetings:**

- a. **Regular Business Meeting:** Wednesday, February 21<sup>st</sup>, 2024 – 7:00 pm

**11. Adjourn: MOTION by \_\_\_\_\_ 2<sup>nd</sup> by \_\_\_\_\_ Time Concluded: \_\_\_\_\_**