

# CLINTON COUNTY EXTENSION COUNCIL MEETING

Clinton County Extension Office, DeWitt

Wednesday, January 18<sup>th</sup>, 2023

## Regular Meeting

### MINUTES

#### 1. Meeting was called back to order at 7:46 pm by Chair, Jessi Jacobi

**Roll Call – Key: P = Present, O = Online/Virtual, A = Absent**

**Council:** Jessie Jacobi: P, Paul Beeck P, Barb Boeckmann: A, Karen Friis: A, Marlin McCormick: P, Bonnie Oliver: P, Gayle Powell: P, Brian Schmidt: P, Dan Smicker: P (7 of 9 present)

**Staff:** Sam Genson: P, Jeff Macomber: P, Other: Amanda Rau: P, Cris Vetter P.

**Guests:** None

#### 2. Consent Agenda: **MOTION by Dan Smicker 2<sup>nd</sup> by Brian Schmidt** to approve the consent agenda. Motion approve 7 to 0.

*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. Voucher Report
    1. Visa Bill – Detailed Report
  - v. Revenue & Expense Summary
  - vi. Revenue & Expense Detail
- d. Approval of Volunteers:

#### 3. Public Comments: none

#### 4. Committee Reports and Action Items:

- a. Facility – Met reviewed and discussed three roofing bids.
- b. Finance – Met on 1/9 & 1/18 before January council meeting. Next meeting is 2/15
- c. Personnel – Next Meeting is getting scheduled for first part of February.
- d. Programming, Public Relations, & Marketing – Next Meeting is getting schedule in February.

#### 5. Program/Staff Reports: report highlights attached to minutes

- a. Regional Director – Jeff Macomber
- b. County Director – Sam Genson
- c. CYC – Amanda Rau
- d. ANR Program Coordinator – Cris Vetter

## 6. New Business

- a. Approve FY2024 Work Budget and Public Hearing Date  
FY2024 budget be approved for \$ 444,176 in expenditures with a tax request of \$321,000. With \$ 306,308 from property tax and \$14,692 from utility excise tax. And, FY2024 Tort Liability Budget be approved for \$4,775 in expenditures with a tax request of \$4,800. With \$4,590 from property tax and \$210 from utility excise tax. And, FY2024 Unemployment Compensation Budget be approved for \$0 in expenditures, With a tax request of \$2,605. With \$ 2,605 from property tax and \$125 from utility excise tax. This will address the Fiscal Year End negative balance. The Council Secretary or designee (County Director) is directed to officially publish that the FY2024 budget public hearing for February 15, 2023, at 7:00 p.m. at the Clinton County Extension and Outreach Office, 400 East 11<sup>th</sup> Street, DeWitt Iowa, IA

**Motion to approve . . . Moved by Dan Smicker Seconded by Brian Schmidt. Motion carried 7 to 0**

- b. Approval of tuition reimbursement for County Director, Samuel Genson. Total of \$1033.50  
**Motion to approve . . . Moved by Dan Smicker Seconded by Brian Schmidt. Motion carried 7 to 0**
- c. Approval of roofing bid from Beckwith Commercial Roofing, Inc. for \$32,844  
**MOTION by Marlin McCormick 2<sup>nd</sup> by Paul Beeck, Discussion – confirm certificate of insurance and product warranty. Motion carried 7 to 0.**
- d. Approval of hiring Beth Lamp as a summer assistant (temporary staff) for 2023 @ \$11.50 per hour.  
**MOTION by Marlin McCormick 2<sup>nd</sup> by Gayle Powell. Motion carried 7 to 0.**
- e. Approval raising Amanda Rau’s credit card limit to \$2000 and Crystal Vetter’s credit card limit to \$1000  
**MOTION by Brian Schmidt 2<sup>nd</sup> by Gayle Powell. Motion carried 7 to 0**
- f. Approval of 2023 Fiscal Policy  
**MOTION to table this item by Brian Schmidt 2<sup>nd</sup> by Dan Smicker. Motion carried 7 to 0**  
**VOTE: Yes\_\_ No\_\_**

## 7. Group Reports:

- a. Master Gardener –Gayle Powell shared March 4<sup>th</sup> is Hort in the Heartland. Great set of speakers are getting secured.
- b. 4-H Foundation – Jessie Jacobi and Amada Rau shared March 18<sup>th</sup> is Basketball Tournament and Cake walk fundraiser. Looking for some who is interested in coordinating the event in 2024.

## 8. Future Meetings:

- a. **Regular Business Meeting: *Wednesday, February 15<sup>th</sup>,***

9. **Adjourn: MOTION by Brian Schmidt 2nd by Marlin McCormick** Concluded at 8:55 pm.