

**CLINTON COUNTY EXTENSION COUNCIL MEETING**

**Clinton County Extension Office, DeWitt**

Wednesday, November 17<sup>th</sup>, 2021 – 7:00 pm

**AGENDA**

1. **Roll Call** = Time: 7:03 pm                      **Key: P = Present, O = Online/Virtual, A = Absent**

**Council:** Jessie Jacobi (chair): P Paul Beeck: P Barb Boeckmann: P Karen Friis: P  
Marlin McCormick: P Bonnie Oliver: P Jena Petersen: A Brian Schmidt: P Dan Smicker: P

**Staff:** Sam Genson: P Jeff Macomber: P Other: \_\_\_\_\_

**Guests:** none \_\_\_\_\_

2. **Consent Agenda: MOTION by Dan 2<sup>nd</sup> by Brian** 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:
  - 2.c.i. Balance Sheet
  - 2.c.ii. Bank Statement
  - 2.c.iii. Outstanding Checks
  - 2.c.iv. Voucher Report
    - 2.c.iv.1. Visa Bill – Detailed Report
  - 2.c.v. Revenue & Expense Summary
  - 2.c.vi. Revenue & Expense Detail
- d. Approval of Volunteers:

3. **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.*

**none**

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

- a. Facility – *Next meeting will take place after we get some feedback on the front office*
- b. Finance – *Next Meeting will be on Wednesday, January 19th, 2022 at 6:30 PM*
- c. Personnel – *Next Meeting will be in early December*
- d. Programming, Public Relations, & Marketing – *Next Meeting will be in early December*

#### 5. Program/Staff Reports:

- a. Regional Director – Jeff Macomber
  - 5.a.i. Extension Council Budget Timeline - Budget needs council approval by March 22, 2022.
- b. County Director – Sam Genson
  - 5.b.i. Reminder of holiday schedule in Nov & Dec

#### 6. Business

- a. Approval of Summer Staff positions & pay – Senior Staffer (Jaelyn) @ \$11.50, 2<sup>nd</sup> staffer @ \$11.00  
**(Amendment to the agenda for the approval of 2 summer staff employees @ \$11.00 per hour.)**  
**MOTION by\_Dan 2<sup>nd</sup> by\_Brian to approve motion.**  
**VOTE: Yes\_8\_ No\_0\_**
- b. Discussion on mileage expenses for being a County Director Mentor  
**RESOLUTION? :\_50% of Sam's mentor mileage will be taken out of the county budget, 50% will come from mentee's county**  
**(If needed) MOTION by\_Dan\_ 2<sup>nd</sup> by\_Barb**  
**(If needed) VOTE: Yes\_8\_ No\_0\_**
- c. Discussion on new copier lease  
**RESOLUTION? :\_lease a new copier.**  
**(If needed) MOTION by\_Dan\_ 2<sup>nd</sup> by\_Paul**  
**(If needed) VOTE: Yes\_8\_ No\_0\_**
- d. Discussion on contribution to Southeast Area Research Farm  
**RESOLUTION? \$500.00 will be contributed.**  
**(If needed) MOTION by\_Dan\_\_2<sup>nd</sup> by\_Paul**  
**(If needed) VOTE: Yes\_8\_ No\_0\_**
- e. **Amendment to the agenda following the governor's decision to give out 2 more paid days, November 24<sup>th</sup> and December 23<sup>rd</sup> to employees.**  
**Motion by Marlin 2<sup>nd</sup> by Dan to allow.**  
**VOTE: Yes\_7\_ No\_0\_ Abstain \_1\_**

#### 7. Group Reports:

- a. Master Gardener New bylaws are coming down. Awards Banquet will be Dec 6<sup>th</sup> at Buzzy's.
- b. 4-H Foundation

**Future Meetings: Regular Business Meeting: Wednesday, December 15<sup>th</sup>, 2021 at 7 PM**

Submitted: \_\_\_\_\_ Bonnie Oliver, Secretary

8. **Adjourn: MOTION by \_Brian    2nd by \_\_Paul    Time Concluded: \_8:51 pm.**

Submitted: \_\_\_\_\_ Bonnie Oliver, Secretary