

CLINTON COUNTY EXTENSION COUNCIL MEETING
Clinton County Extension Office, DeWitt
Wednesday, October 19th, 2022 – 7:00 pm

MINUTES

ROLL CALL = Time: _7:01 pm__

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

COUNCIL: Jessie Jacobi: P Paul Beeck: P Barb Boeckmann: A Karen Friis: P Marlin McCormick: O
Bonnie Oliver: P Jena Petersen: P Brian Schmidt: A Dan Smicker: P
STAFF: Sam Genson: P Jeff Macomber: P Other: _Amanda Rau and Cris Vetter
Guest(s): _____

1. CONSENT AGENDA:

MOTION by: _____ Dan ___ 2nd by: _____ Karen _____ 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. Voucher Report
 1. Visa Bill – Detailed Report
 - v. Revenue & Expense Summary
 - vi. Revenue & Expense Detail
- d. Approval of Volunteers

2. 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.

No visitors present.

3. COMMITTEE REPORTS & ACTION ITEMS:

- a. Facility – **Committee met just prior to regular council meeting. Sam was instructed to gather bids on several larger projects which include building roof, concrete repairs, lighting for front of building, and audio/visual upgrades. Bids to be gathered by next meeting date.**
- b. Finance – Next meeting is November 16th at 6:30pm
- c. Personnel – **Meeting held on October 11th to discuss progress with hiring a CYC and potential reorganization of positions.**
- d. Programming, Public Relations, & Marketing – **The next meeting will be November 16th from 4-5pm with Jeff Macomber leading a discussion regarding one program area.**

4. PROGRAM/STAFF REPORTS:

- a. Regional Director – **Jeff Macomber-Provided an update on timeline of MOU between ISU and County Offices. He also encouraged feedback to him prior to November 15th at 5 pm.**
- b. County Director – **Sam Genson- Asked council members how they liked the new format of sending out information earlier in the month. Council members agreed they liked the new format. Sam also discussed the MOU and reiterated it will be in place for 3 years. He stated he is still waiting for proposed changes to the MOU relating to the fair board.**
 - i. General Update

5. NEW BUSINESS:

- a. Approve 2023 Clinton County Club Show (Fair) rule book/award class changes.
Amanda provided proposed changes to livestock only for the 2023 Clinton County Fair Book. Council recognized the effort on her part and provided positive feedback regarding changes.

MOTION to accept proposed changes by: ___ Dan _____ 2nd by: ___ Jena _____ VOTE: Yes_7_ No_0_

- b. Discuss Office Staff Reorganization.
Personnel committee will move forward with defining future job descriptions and pay scale to be brought back to November meeting.
- c. Approve closing the CYC job posting(s).
MOTION by: ___ Dan _____ 2nd by: ___ Karen _____ VOTE: Yes_7_ No_0_
- d. Approve annual payment of \$3,702.04 to RingCentral for phone services.
MOTION by: ___ Dan _____ 2nd by: ___ Paul _____ VOTE: Yes_7_ No_0_

6. OPEN DISCUSSION

- a. *Council should use this time to share items that are on their mind about Extension programming and facilities. Members were encouraged to reach out to Sam directly if there are concerns or topics they wish to discuss.*

7. GROUP REPORTS:

- a. Master Gardener
 - i. *Save the Date: Master Gardener Banquet – December 5th at Buzzy's*
Sam reported the donations were down to the local food pantries because once again some produce was taken without permission.
- b. 4-H Foundation
 - i. *Save the Date: 4-H Recognition Dinner – November 3rd at Buzzy's*

8. FUTURE MEETINGS:

- a. Regular Business Meeting: Wednesday, November 16th, 2022 @ 7pm

9. ADJOURN:

MOTION by: ___ Jena _____ 2nd by: ___ Karen _____ Time Concluded: ___ 8:49 pm _____

Respectfully Submitted,

Bonnie Oliver, Council Secretary and Cris Vetter, Office Coordinator