

CLINTON COUNTY EXTENSION COUNCIL MEETING

Clinton County Extension Office, DeWitt

Wednesday, January 18th, 2023 – ____ pm

AGENDA

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

Council: Jessie Jacobi:___ Paul Beeck:___ Barb Boeckmann:___ Karen Friis:___
Marlin McCormick:___ Bonnie Oliver:___ Gayle Powell:___ Brian Schmidt:___ Dan Smicker:___

Staff: Sam Genson:___ Jeff Macomber:___ Other:_____

Guests: _____

2. **Consent Agenda: MOTION** by _____ 2nd 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. Voucher Report
 - 1. Visa Bill – Detailed Report
 - v. Revenue & Expense Summary
 - 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.

4. Committee Reports and Action Items:

- a. Facility – Met on _____
- b. Finance – Met on 1/9 & 1/18 (before council meeting) – Next meeting is 2/15
- c. Personnel – Next Meeting is _____ (between 1/26 and 2/9)
- d. Programming, Public Relations, & Marketing – Next Meeting is _____ (between 1/26 and 2/9)

5. Program/Staff Reports:

- 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
Motion that the FY2024 budget be approved for \$____ in expenditures with a tax request of \$____ with \$____ from property tax and \$____ from utility excise tax. And, the FY2024 Extension Tort Liability Budget estimate be approved for \$____ in expenditures with a total tax request of \$____ from property tax and \$____ from utility excise tax. 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 Extension Office, 400 East 11th Street, DeWitt IA.
Motion to approve . . . Moved by _____ Seconded by _____
Motion carried __ to __

- b. Approval of tuition reimbursement for County Director, Samuel Genson. Total of \$1033.50
MOTION by _____ 2nd by _____
VOTE: Yes__ No__

- c. Approval of roofing bid from: _____ for: _____
MOTION by _____ 2nd by _____
VOTE: Yes__ No__

- d. Approval of hiring Beth Lamp as a summer assistant (temporary staff) for 2023 @ \$11.50 per
MOTION by _____ 2nd by _____
VOTE: Yes__ No__

- e. Approval raising Amanda Rau’s credit card limit to \$2000 and Crystal Vetter’s credit card limit to \$1000
MOTION by _____ 2nd by _____
VOTE: Yes__ No__

- f. Approval of 2023 Fiscal Policy
MOTION by _____ 2nd by _____
VOTE: Yes__ No__

7. Group Reports:

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

8. Future Meetings:

- a. **Regular Business Meeting: Wednesday, February 15th, 2023 (unless different date is chosen in Organizational Meeting)**

9. Adjourn: MOTION by _____ 2nd by _____ Time Concluded: _____