IOWA STATE UNIVERSITY
Extension and Outreach

Des Moines County Extension Council
May 14, 2020
Call to Order at 5:00 pm
Regular Council Meeting-Virtual

1. Call the Meeting to Order at 5:00 PM. (Chair-Barb Kerr)

2. Roll Call (Secretary John Dockendorff)
   Here: John Dockendorff, Dean Van Ness, Brenda Wischmeier, Aaron Cling, Patti Jo Patton, Jennifer Lane, Dwight Byerly, Barb Kerr and Brian Diewold
   Absent: None
   Staff Members: Janet Smith, Teresa Friedel, Maddie Belknap, Morgan Hoenig, and Mary Steffener

3. Approve the order of the agenda, Chair-Barb Kerr
   - Motion by: Brenda Wischmeier Seconded by: Dwight Byerly **Motion Carried**

4. Review and approve the minutes of the April 9, 2020 Council Meeting (John Dockendorff, Secretary)
   - Motion by: Brenda Wischmeier Seconded by: Patti Jo Patton **Motion Carried**

5. Review and approve vouchers and automatic transfers. Voucher #23791 to #23819
   - Motion by: Dwight Byerly Seconded by: Brenda Wischmeier **Motion Carried**

6. Bank Account Balance (Reported by Aaron Cling)
   - $25,889.66 in checking
   - $252,308.58 in money market account
   - $90,009.45 in F & M account

7. County Staff Reports/Council Member Comments
   - Staff Reports:
     Morgan- Working with Master Gardeners-wash stand- South Hill Garden and Homestead
     Mary-busy with 4-H Facebook posts-videos from kids and alumni-highlighting areas of fair, 4-Hers made around 600
     Maddie-3 day online Powerful Tools for Caregivers Leader training, social media posts and Mailchimp hits increasing
     Teresa- Professional Development Powerful Tools for Caregivers, accounting-gearing up for year-end and trying to find PPE supplies in anticipation of opening office.
     Janet-busy with Zoom meetings-hiring a Regional Director

8. Committee Requests and Reports
   - Personnel Committee-Scheduled personnel reviews for June 11th

9. New Business
   A) Covid-19-Preparing to reopen.-Purchasing supplies, rearranged office to best help. Still closed until May 31st.

B) Election- Nominating Committee-Names brought up-Amanda Wagg, Erica Breuer, Ben Heckart, Janine Clover

C) Motion to approve the Memorandum of Understanding with Iowa State University.
Motion by: Patti Jo Patton Seconded by: Brenda Wischmeier
Motion Carried

D) Authorized Treasurer, Aaron Cling to transfer funds between MSB & F & M accounts.
Motion by: Brenda Wischmeier Seconded by: Dwight Byerly. **Motion Carried**

E) Accepting Credit Cards for payment-Motion to move forward with accepting credit card payments thru F & M Bank. Deposits will go into the F & M account. Motion by: Aaron Cling Seconded by: Patti Jo Patton
Motion carried

F) Health Insurance- Personnel Committee reported they had discussed
   i. paying 1/2 of the health insurance cost up to $800 and $100 per month for those not taking the medical insurance to be used on the Flex plans
   Motion by: Patti Jo Patton Seconded by: Jennifer Lane vote was 5-3
   Motion carried

G) Cumulative Carryover- will need to spend down money by the end of June

10. Motion to Adjourn at 6:02 p.m.

Next Council meeting will be held June 11, 2020

Respectfully submitted by John Dockendorff

John