

IOWA STATE UNIVERSITY  
Extension and Outreach

**MINUTES OF THE ORGANIZATIONAL MEETING  
OF GUTHRIE COUNTY AGRICULTURAL EXTENSION COUNCIL**

Wednesday, March 21, 2018, Guthrie County Extension & Outreach Office

**A. OPENING BUSINESS**

- a. Called to Order by: **Barb Gigar** at 7:00 pm
- b. Roll Call:

|                     |                                     |                    |                                     |                         |                                     |
|---------------------|-------------------------------------|--------------------|-------------------------------------|-------------------------|-------------------------------------|
| <b>Kim Durst</b>    | <input checked="" type="checkbox"/> | <b>Barb Gigar</b>  | <input checked="" type="checkbox"/> | <b>Jim Clark</b>        | <input type="checkbox"/>            |
| <b>Jim Calvert</b>  | <input checked="" type="checkbox"/> | <b>Mike Thomas</b> | <input checked="" type="checkbox"/> | <b>Sheree McClellan</b> | <input type="checkbox"/>            |
| <b>Anna Kastner</b> | <input checked="" type="checkbox"/> | <b>Bret Hodges</b> | <input checked="" type="checkbox"/> | <b>Chad Sheley</b>      | <input checked="" type="checkbox"/> |

Staff Present: **Krista Downing**

**B. Conflict of Interest (state if applicable)**

*(If you have a conflict on any agenda item & will not be participating in discussion or voting on that item)*

**CONSENT AGENDA**

All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any noncontroversial subjects. All items are attached following the consent agenda.

- a. Agenda
- b. Minutes of the February 21 Council meeting
- c. Minutes of the March 12 Budget Hearing
- d. Upcoming events
- e. Staff reports
- f. Committee Reports
- g. Website stats

Moved by **Mike Thomas** to approve Consent Agenda Items. Seconded by **Jim Calvert**. Motion carried **6 to 0**.

**PUBLIC FORUM**

The Guthrie County Extension Council allows time for public forum, where the public may present information or concerns to the council. Each participant will be limited to five minutes. There will be no action taken at this meeting but concerns may be an agenda item at future meetings. No defamation of character or slander will be tolerated during this forum and office personnel issues will be directed to the proper chain of command and not discussed in this forum.

**Pam Olerich attended to discuss 4-H Legislative day at the capital, Extension Council Conference, among other items happening in Extension.**

**I. FINANCIAL REPORT**

- 1. Approval of vouchers  
#14565-14587 Bills \$14,703.08

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Extension and Outreach

Deposits \$4,649.82

Moved by **Chad Sheley**, seconded by **Anna Kastner** to approve vouchers. Motion carried **6 to 0**.

**C. OLD BUSINESS**

1. Summer Program Assistant Update
  - a. Anna's first day is May 29<sup>th</sup>
2. Update on remodel
  - a. Flooring in the back has been ordered
  - b. Adding internet/phone plugs
  - c. Painting Bid

Moved by **Chad Sheley** to approve the revised painting bid of **\$4382.30**. Seconded by **Mike Thomas**. Motion carried **6 to 0**.

- d. Front flooring bid options

Moved by **Mike Thomas** to table until **FY19 begins**, seconded by **Chad Sheley**. Motion carried **6 to 0**.

Will add a keypad to the back door.

**D. NEW BUSINESS**

1. Iowa Rural Equity Project

Board members completed the survey at the budget hearing and it was discussed again at this meeting.

2. State Fair Concrete Statues- Applications and fee due by April 2nd

Moved by **Mike Thomas** to apply and pay the \$140 fee, if our application is selected, for the State Fair Concrete Statue. Seconded by **Chad Sheley**. Motion carried **6 to 0**. Chad offered to pick the statue up if we are selected.

3. Centennial Idea

The ideas the committee came up with were agreed upon.

4. Fair Board

Mary and Mollie will continue to keep communication lines open with the Fair Board.

5. Terry-Professional Development

- a. State Auditor, Mary Mosiman video

**E. OTHER ITEMS**

1. IECA Report

Barb reported that any volunteer needs background checked, regardless of the activity they are participating in with us.

2. Fair board Report

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**F. ADJOURN -**

Motion to adjourn by **Mike Thomas**, seconded by **Chad Sheley**. Motion carried **6 to 0**.  
The meeting adjourned at **8:23 pm**.

**2018 Committee List:**

Legal/Financial – \* Jim Calvert, Bret Hodges, Barb Gigar  
Policy/Personnel – \*Chad Sheley, Barb Gigar, Sheree McClellan  
Program/Marketing – \*Jim Clark, Anna Kastner, Kim Durst  
Equipment/Facilities –\*Mike Thomas, Anna Kastner, Bret Hodges  
Fairboard – Jim Clark  
Regional Council – Jim Calvert  
IACEC Liason – Barb Gigar  
4-H Youth Committee – Bret Hodges (Anna Kastner as a back-up)  
*(\*Designates Chair)*

**Refreshments**

**January-** Mary Ebert  
**February-** Barb Gigar  
**March-** Jim Calvert  
**April-** Anna Kastner  
**May-**  
**June-** Chad Sheley

**July-** Kim Durst  
**August-** Bret Hodges  
**September-** Mike Thomas  
**October-**  
**November-** Sheree McClellan  
**December-** Christmas Supper

The next meeting will be Wednesday, April 18, 2018, at 7:00 p.m. at the Guthrie County Extension and Outreach Office. Anna Kastner has refreshments.

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Secretary, Guthrie County Agricultural Extension Council