

**Minutes**  
**JEFFERSON COUNTY EXTENSION COUNCIL**  
**Thursday, June 4, 2020 7:30 PM**  
**Meeting held electronically due to COVID -19**

Please click this URL to start or  
join. <https://iastate.zoom.us/j/95775319451?pwd=dmpIT21Bc2Q4cmhScm5PYTI5VkE4UT09>  
Or, go to <https://iastate.zoom.us/join> and enter meeting ID: 957 7531 9451 and password: 981908

**Join from dial-in phone line: Dial: +1 312 626 6799 or +1 646 876 9923**  
**Meeting ID: 957 7531 9451**

1. Call the meeting to order and roll call Stephen Burgmeier:
  - a. Present: Steve Burgmeier, Barbara Kistler, John Peck, Susie Drish, Cory Klehm, Shelly Moothart, Laurie Bennett, Eric Miller,
  - b. On the phone: Christine Engwall,
  - c. Also Present: Craig Leager, Clint Mercer, Lori Padget, Rachel Fishel, Sue Henderson, Steve Fritchen, Mike Filson, Grace Davidson, Richard Heald
2. Approval of Agenda: Stephen Burgmeier  
  
\*INTRODUCTION of council members and new REED Craig Leager
3. Secretary's Report Barbara Kistler
  - a. Approval of minutes from May 7, 2020: Motion by Kistler to approve minutes of May 7 meeting. APCMA
4. Treasurers Report: Eric Miller
  - a. Approval of checks from April and May #12836 to #12870 and EFT of \$4,908.90. Motion by Miller to approve checks and EFT. APCMA
  - b. Review of May, 2020 financial reports: Budget looks good...
5. Reports:
  - a. Staff and program specialists: **HIGHLIGHTS ONLY**
  - b. Extension Council Committees
    - i. Personnel: Susie, Laurie, and Shelly
    - ii. Fiscal: Eric, Stephen, and John
    - iii. Programming: Barb, Christine and Cory: discussion about marketing venues
    - iv. Strategic Planning: Shelly and Laurie
    - v. 4-H and Youth Committee: Eric
    - vi. MOU: John and Christine
    - vii. Advisory: Susie and John
    - viii. Fairboard: John
  - c. Regional and ICEA
6. Old Business
  - a.) Consideration of 4-H fair what does it look like?
    - a. Discussion of 4H Fair options. Motion by Miller to approve alternative 4H Fair options as presented. APCMA  
(The Fairfield FFA will be virtual unless it changes up to day of Fair)

b.) Consideration of opening office to public: South door should remain locked, especially during Fair. As much business that can be moved outside should be. Motion made and approved in May.

#### 7. New Business

a) Consideration of mentor for fair: Motion by Moothart to approve Sherry Billings and Linda McIntire to act as mentor during Fair. APCMA

b) Consideration of AmeriCorps service member: Motion by Kistler to hire AmeriCorps Service member if we are awarded the contract. APCMA

c) Consideration of Fair Hours for Staff: Motion to approve extra hours for fair:  
Grace: up to 50hr (10 hrs OT) week of June 15; up to 80 (40 OT) week of June 22  
Clint: up to 60 hr (20 hrs OT)/June 22  
Hallie: up to 60 hours (20 hrs OT) (/June 22  
Lori: up to 55 hours (15 hrs OT)/ June 22  
Motion by Klehm to approve these hours. APCMA

d) Consideration for FY21 Budgets for Static Committee and Recognition Committee  
Motion by Bennet to approve both Static and Recognition committees for 2021

e) Consideration of FY21 Enrollment Fees: Motion by Kistler to spend up to \$5,000 to fund \$25 of the \$35 enrollment fees for 4H enrollments. APCMA

f) Consideration of approval of new Volunteer: Motion by Moothart to approve Samantha Haney. APCMA

g) Consideration of premium fair sale: Premium sale will take place Monday evening June 29, with one ribbon per species. APCMA

#### 8. Open Forum for Public Comments

*The Jefferson 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 5 minutes. If your concern is not listed in the agenda below 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.*

9. Next meeting date is Thursday, August 6, 2020 at 7:30 PM with the following agenda items:

10. Adjourn: Motion by Peck 8:40pm