

# Minutes

## JEFFERSON COUNTY EXTENSION COUNCIL

Tuesday, November 15<sup>th</sup>, 2022

1. **Call the meeting to order and roll call:** Eric Miller
  - a. **Council Members Present:** E. Miller, C. Engwall, D. Johnson, S. Moothhart, C. Klehm, J. Peck
  - b. **Staff Present:** C. Hall, J. Crile, H. Lanman
  - c. **Council Members Absent:** B. Kistler, L. Bennett, S. Drish
2. **Approval of Agenda:** Eric Miller
  - a. **Motion by D. Johnson to approve the agenda. All approved.**
3. **Secretary's Report:**
  - Approval of minutes from October 27th, 2022.
  - S. Moothart moved to approve the October Secretary's Report . All approved
4. **Treasurers Report:** Drew Johnson
  - C. Klehm moved to approve September checks #13556 to #13571 and EFT 's Totaling \$2973.22. All approved, motion carried.
  - Johnson presented the October 2022 financial reports.
5. **Reports:**
  - Staff and program specialists
    - Rachel Fishel, Youth Specialist presented the annual review of the Jefferson County 4-H Program. The program received three "healthy" ratings for Program Balance, Audience Balance, and Market Share. Jefferson County 4-H has a "caution" rating for program growth. Program growth is divided into two categories, K-3 Club Growth and 4-12 Club Growth. Moderate program growth is common for counties as we recover from the changes caused by Covid.
    - County Staff
      - Printed staff reports were shared and highlights given by J. Crile and H. Lanman.
  - Extension Council Committees
    - Personnel
    - Fiscal
      - Will meet in December
    - Programming
    - Strategic Planning
  - 4-H and Youth Committee
    - Fair board
    - MOU
    - Advisory
  - Regional Director
    - Election
    - Budget Planning
  - IECA
    - New Council Orientation - Dec 3-Jan.4
    - Virtual - Feb 2, 7 to 9:30 p.m. & Feb. 7, 6:30 to 9:30
6. **Old Business**
  - a. Trunk or Treat Update

## 7. New Business

### a. New Volunteers

- No new volunteers

### b. Awards Banquet

Klehm approved signing a contract with Greg Peterson for \$2000 to speak at the 4-H awards banquet, holding the event at the middle School for \$60 plus janitor service, and spending up to \$2500 on the awards banquet meal with all three to be paid for with donations and other non-tax funds. All approved. Motion Carried.

### c. 2023 Rulebook Updates/Changes

- D. Johnson moved to approved the 2023 fair rule changes with the changes below:
  - Last paragraph of the fitting section changed to: This includes all grooming, fitting, and putting on equipment. This is for EVERY SPECIES of animals. Any youth found in violation of this rule will be given a verbal warning. If additional violations occur, the exhibitor may be disqualified.
  - "4-H/FFA Member" added to Rule four of the premium auction section.

All approved. Motion carried.

### d. Personnel Policy

- Klehm moved to approve the 2022/23 Personnel Policy as presented. All approved. Motion Carried.

### e. Robotics Items

- Engwall moved to donate all of the robotics equipment to the Pekin Robotics Club. All approved. Motion Carried.

### f. Extra Two Paid Holidays for 2022 (11/23 & 12/23)

- S. Moothart moved to approve the two additional holidays (11/23 & 12/23) for county-paid staff and close the office on those days. All Approved. Motion Carried.

### g. Handyman

- C. Klehm moved to hire a handyman for up to \$250 to hang items in the bathroom and conference room. All approved. Motion Carried.

### h. Greenhouse Repair

- Tabled

### i. Advanced Calving Clinic

- C. Klehm moved for the council to cover up to \$1,500 in expenses related to the Advanced Calving Clinic to be scheduled for Winter 2023, with registration to cost \$10 per attendee. All approved. Motion Carried.

### j. Civil Rights Training

- Cindy presented the Civil Rights Training presentation and discussion.

## 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. Unless the item is on the agenda, there will be no action taken at this meeting. Concerns may be an agenda item at future meetings. The Council will not ask or answer questions, clarify comments, nor explain their position on actions taken during this public comment period. Participants may not engage in discussion on other items of business during the meeting. 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 is **Tuesday, January 17 at 6:30 PM** with the following agenda items:

## 10. Adjourn – Motion by Peck to adjourn @ 8:45 p.m.