

MINUTES

JEFFERSON COUNTY EXTENSION COUNCIL

Tuesday, March 21, 2023

1. Call the meeting to order and roll call: Eric Miller 6:33pm

Shelley Moothart, Barbara Kistler, Christine Engwall, Drew Johnson, Eric Miller,
Mark Yule, Sherri Mineart

Absent: Laurie Bennett, Susie Drish

Cindy Hall, Courtney Burkhalter, Tammy Jones, Hillary Lanman, Jeri Crile, Brianna Steele

2. Approval of Agenda: Eric Miller **Motion:** Kistler **Approve:** Engwall, Johnson, Kistler,
Mineart, Moothart, Yule

3. 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 and office personnel issues will be directed to the proper chain of command and not discussed in this forum.

5. Secretary's Report: Sherri Mineart

Motion: Mineart. **Approve:** Engwall, Johnson, Kistler, Miller, Moothart, Yule

- Approval of minutes from February 21, 2023.

7. Treasurers Report: Drew Johnson

- Approval of February checks #'s 13621 to 13636 and EFT 's Totaling \$2,514.76.
 - **Motion:** Johnson **Approve:** Engwall, Kistler, Miller, Mineart, Moothart, Yule
- Review of February 2023 financial reports
 - Will amend budget in new business

8. Reports:

- Staff and program specialists (highlights only)
 - Burkhalter - Ag in the classroom, Powerful Toos for Caregivers, Farm Bus Tour (34 attendees), Master Gardner, working on summer day camps.
 - Crile – Private Pesticide and VITA appointments, upcoming audit.
 - Lanman - Ag in the Classroom, Leaders training, Farm Show (700 attendees), Swine Weigh In, Poultry & rabbit clinic, Bus Tour. YQCA \$3 in person no test or \$12 online with a test.
- Extension Council Committees
 - Personnel
 - none
 - Fiscal
 - none
 - Programming
 - none
 - Strategic Planning
 - none
 - 4-H and Youth Committee

- Fundraiser committee met
- DC trip – Brianna Steele spoke about trip. Apply – automatically get accepted to Iowa State University. Program meets monthly at schools and have speaker. Ignite by 4H. Over 1000 kids attended. Listened to guest speakers and worked in groups. Main topic was climate change and mental health.
- Fairboard
 - Food booth has been repaired ready for use in 2023. Putting new AC/Heat in Cambridge Building. Built motor cross track – no lights so only daytime, to be used for Fair and other.
- MOU
- Advisory
- Regional Director and IECA Updates
 - Training of reading financials 101. Working on hiring for summer intern and Fair assistant. Opening in Van Buren County – see Cindy
 - Extension by the Numbers

9. Old Business

- Extension Showcase – Council Involvement
 - 4/13 5 – 7pm Business After Hours – needing help setting up, tearing down and manning an Extension table. Let Courney know if you have someone that needs an invitation
- Chamber Awards Banquet Attendees – Thursday, April 20th
 - Opening for four spots. Approved last month to purchase a table. Doors open 5:30pm and meal at 6:30pm

10. New Business

- Consideration of Volunteers – see packet. **Motion:** Johnson **Approve:** Engwall, Kistler, Miller, Mineart, Moothart, Yule
- Copier Lease/Purchase – Currently have Access Systems – proposing Infomax Office Systems.
 - **Motion** Kistler to lease Infomax System. **Approve:** Engwall, Johnson, Miller, Mineart, Moothart, Yule
- Summer Assistant/Intern – Macy Duff – interned last year at Wapello County. Will start after May 1st. Advertised \$12/hour she asked for \$13/hour. **Motion:** Kistler as intern up to 480 hours @\$13/hour starting after 5/1/23. **Approve:** Engwall, Johnson, Miller, Mineart, Moothart, Yule
- 4-H Hall of Fame – Motion to approve recommendation by Youth Committee.
 - **Motion:** Kistler **Approve:** Engwall, Johnson, Miller, Mineart, Moothart, Yule
- 4-H Scholarships Three people applied. **Motion:** Miller for three \$1500 scholarships. **Approve:** Engwall, Johnson, Kistler, Mineart, Moothart, Yule
- Residential Tax Rollback/Senate File 181 – does not affect Jefferson County
- Fiscal Year 23 Budget Amendment
 - **Johnson** moved to amend the FY23 Extension Educational Operating budget from \$299,760 to \$334,760 due to unanticipated grant and program fee revenue and program fee expenses after the budget process was complete. The council treasurer or designee is directed to officially publish that the budget amendment hearing is set for April 18th at 6:30 p.m. at the Jefferson County Extension Office, 2606 West Burlington Avenue, Fairfield, IA 52556. **Approve:** Engwall, Kistler, Miller, Mineart, Moothart, Yule

11. Next meeting date is **Tuesday, April 18th at 6:30 PM** with the following agenda items:

12. **Adjourn 7:33pm** **Motion:** Yule **Approve:** Engwall, Johnson, Kistler, Miller, Mineart, Moothart