

MINUTES

JEFFERSON COUNTY EXTENSION COUNCIL

Tuesday, August 23rd, 2022

1. **Eric Miller called the meeting to order at 7:40 p.m.**
 - a. Present: Cory Klehm, Christine Engwall, Susie Drish, Laurie Bennett, Shelly Moothart, Drew Johnson, Eric Miller, Barbara Kistler
 - b. Absent: John Peck
 - c. Also Present: Cindy Hall, Hilary Lanman, Courtney Burkhalter, Ed and Carla Harvey
2. **Approval of Agenda:** Eric Miller
 - a. Bennett moved to approve the agenda. All approved.
3. **Secretary's Report:** Barbara Kistler
 - a. Bennett moved to approve minutes from May 17th, 2022.
 - b. Moothart motioned to approve June meeting minutes. Motion passed 7-0 Kistler Abstained.
4. **Treasurers Report:** Drew Johnson
 - a. Johnson moved to approve vouchers 13490-13514 and EFT's \$20,217.22. All approved.
5. **Reports:**
 - Regional Director and IECA
 - Staff and program specialists (highlights only)
 - Extension Council Committees
 - Personnel
 - Fiscal
 - Programming
 - Strategic Planning
 - 4-H and Youth Committee
 - Fair board
 - MOU
 - Advisory
6. **Old Business**
7. **New Business**
 - a) New Volunteers
 - a. Retention & Recognition Committee – Kala Miller (new)
 - b. 4-H Leader – Megan Hines (new) Des Moines Rambler Main Leader
 - c. Master Gardeners – Chelsea Kulick and Jacqueline Signori - Johnson moved to approve new volunteers. All approved.
 - b) Staff Raises – tabled until September
 - c) Credit Card for Program Coordinator - Motion by Bennett to approve credit card for Program Coordinator. All approved.
 - d) Staff attending Area Meeting – September 19th – Johnson County Office Closure on September 19th.
Motion by Johnson for staff to attend Area meeting on September 19th with Carr as Sub for the day. All approved.
 - e) Farm Bureau Membership – Bennett moved to support Farm Bureau membership. All approved.
 - f) Master Gardener Funding – Motion by Miller to approve MG scholarship and pay \$100 for the 2022 Season. All approved.

- g) Program Coordinator Training
 - I. Powerful Tools for Caregivers
 - II. Strengthening Families
 - III. New Employee Orientation & My DataMotion by Klehm to approve training for Burkhalter to be trained for Powerful Tools, Strengthening Families and New Employee Orientation and MyData. All approved.
- h) Motion by Engwall to approve Hilary Lanman and Courtney Burkhalter to attend Youth Fest and Jeri Crile to attend the OA Conference. All approved.
- i) Trunk or Treat- Motion by Bennett to approve Trunk or Treat on Sunday 10/30. All approved.
- j) Office Coordinator Sub – Motion by Miller to hire Nancy Carr as a Sub for Office Coordinator @ \$16 an hour starting 8/25/2022. All approved.
- k) Office Hours – Motion by Bennett to reopen office seasonally (April 15th – August 15th.) Closed Friday 8/15 -4/15. All approved.

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 date is Tuesday, September 20th at 7:30 PM with the following agenda items:

10. Adjourn – Motion by Moothart to adjourn @ 8:40 p.m.