

# MINUTES

## JEFFERSON COUNTY EXTENSION COUNCIL

Tuesday, July 18th, 2023

1. **Call the meeting to order and roll call:** Eric Miller
  - a. **Present:** Laurie Bennett, Susie Drish, Barb Kistler, Shelley Moothart, Drew Johnson, Eric Miller, Sherri Mineart, Mark Yule
  - b. **Absent:** Christine Engwall
  - c. **Present:** Cindy Hall, Courtney Burkhalter, Hillary Lanman, Jeri Crile, Macy Duff
  - d. **Absent:** Tammy Jones
2. **Approval of Agenda:** Eric Miller
  - a. Barb Kistler made a motion to approve agenda
  - b. **Approve:** Laurie Bennett, Susie Drish, Shelley Moothart, Drew Johnson, Eric Miller, Sherri Mineart, Mark 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.*
4. **Secretary's Report:** Sherri Mineart
  - Approval of minutes from June 13th, 2023.
  - Susie Drish made a motion to approve minutes of 6/13/2023
  - Approve: Laurie Bennett, Barb Kistler, Shelley Moothart, Drew Johnson, Eric Miller, Sherri Mineart, Mark Yule – Barb Kistler abstain
5. **Treasurers Report:** Drew Johnson
  - Approval of June checks #'s 13711 to 13741, direct deposits totaling \$17506.93, and EFT 's totaling \$8702.12.
    - Susie Drish made a motion to approve checks
    - Approved: Laurie Bennett, Barb Kistler, Shelley Moothart, Drew Johnson, Eric Miller, Sherri Mineart, Mark Yule
  - Review of June 2023 financial reports
  - Acceptance of FY21 Audit – Table for next meeting
6. **Reports:**
  - Staff and program specialists (highlights only)
  - Extension Council Committees
    - Personnel
    - Fiscal
    - Programming – will set up meeting for September
    - Strategic Planning
    - 4-H and Youth Committee
    - Fairboard
    - MOU – will meet soon to discuss post fair. Update next month.
    - Advisory

- Jeri – Five signed up for farm leasing program, beginning audit
- Courtney – Attended Farmers Market 6/17 and 7/15. Several programs during the fair – want to continue next year with minor changes. Day camps – seven programs in August/September. Macy Duff – summer intern in charge of day camps. Cooking challenge – Art around the World – Backyard Bugs –Also camps at Pekin – smaller but well attended. Let’s Cook day camp this Thursday is last camp.
- Hillary – Ice cream sales were over \$2000 during fair - machine paid for in first year. Ag Olympics – well attended. Breakfast went well this year. Cattle numbers down – swine numbers up, chickens up.
- Regional Director and IECA Updates
  - Spending a lot of time at local county fairs. Great to see other examples. Davis County and Wapello County fairs last week. Van Buren County fair this week.
  - 4-H Forward Grant – new grant this year. First step write a letter of inquiry, made to next round – due October. Goal – to hire Regional 4H marketing position. \$35000 grant to split over the counties – cost share. Goal to increase 4H enrollment.

**7. Old Business**

**8. New Business**

- Consideration of Volunteers - none
- Staff Raises – Personnel committee recommendation –
  - The personnel committee moves that Jeri Crile receive a 2% cost of living increase changing her pay to \$18.03/hour and Courtney Burkhalter receive a 5% raise changing her pay to \$18.90/hour. Both increases should be retroactive to July 1, 2023
- Drew Johnson made the motion
- Approval: Laurie Bennett, Susie Drish, Barb Kistler, Shelley Moothart, Eric Miller, Sherri Mineart, Mark Yule

**9. Next meeting date is Tuesday, September 19th at 6:30 PM with the following agenda items:**

**10. Adjourn**

**Mark Yule made a motion to adjourn: 7:08**

**Approval:** Laurie Bennett, Susie Drish, Barb Kistler, Shelley Moothart, Drew Johnson, Eric Miller, Sherri Mineart