

MINUTES

JEFFERSON COUNTY EXTENSION COUNCIL Tuesday, September 20th, 2022

1. **Eric Miller called the meeting to order at 7:31 p.m.**
 - a. Present: Eric Miller, Drew Johnson, Cory Klehm, John Peck, Susie Drish, Laurie Bennett and Christine Engwall by phone.
 - b. Absent: Shelley Moothart and Barbara Kistler
 - c. Also Present: Cindy Hall, Jeri Crile, Tammy Jones
 - d. Presenting via Zoom: Hailey Burgher and Courtney Burkhalter

2. **Approval of Agenda:** Eric Miller
 - a. Susie Drish moved to approve the agenda. All approved.

3. **Secretary's Report:** Eric Miller
 - b. Laurie Bennett moved to approve the minutes from August 23, 2022. All approved.

4. **Treasurers Report:** Drew Johnson
 - a. Drew moved to approve of August checks #13515 to #13532 and EFT 's Totaling \$2,749.80. All approved.
 - b. Drew moved to approve June checks #13425 to 13489 and EFT's totaling \$3,143.60. All approved.

5. **Reports:**
 - Hailey Burgher, Human Sciences Specialist – via zoom
 - Reported on Human Science offerings including parenting, literacy, and tax-preparation
 - Staff and program specialists (highlights only)
 - Extension Council Committees
 - Personnel
 - Fiscal
 - Programming
 - Strategic Planning
 - 4-H and Youth Committee
 - Showmanship Committee & Fundraiser Committee
 - Fair Board
 - MOU
 - Beef Weigh-in scheduled for December 3rd from 9-11
 - Advisory
 - Regional Director
 - Invited council members to participate in the Statewide Audience Assessment survey and spread the word with others.
 - County Program Plan of Work
 - Provided an overview of the new program planning process.
 - Lead a brainstorming discussion of needs in our community. Needs surfaced by council members include:
 - Parenting
 - Mental Health
 - Chemical Dependence
 - Healthy Food Access & Nutrition Education
 - IECA
 - Asked and recorded IECA's Membership Benefit Survey questions.

- The IECA Annual Report was distributed.

6. Old Business

- Trunk or Treat – Volunteers Needed

7. New Business

- New Volunteers
 - 4-H Leaders: Sandra McBeth (Co-Leader of Packwood Trojans); Emily Sobaski (New Leader of Packwood Trojans); Teri Hoag (Co-Leader of Fairfield Clover Kids) and Cindy Hall (Change from Packwood Clover Kids Co-Leader to Packwood Trojans Club Leader).). All approved
- Credit Card(s) for staff – stay with 1st National Bank of Muscatine or go to Midwest One credit card – No Motion
- Carpet Cleaning
 - Cory Klehm moved to approve that the entire office carpets be cleaned by Casler Cleaning. All approved.
- Staff Raises
 - Susie Drish moved to give Jeri Crile, Office Coordinator, a 4% pay increase, increasing her hourly rate to \$17.68 retroactive to July 1, 2022. All approved.
 - Susie Drish moved to give Hilary Lanman, CYC, a 4% pay increase, increasing her hourly rate to \$17.68 retroactive to July 1, 2022. All approved
- Civil Rights Training – Tabled to October.

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, October 18th at 7:30 PM** with the following agenda items:

10. Adjourn – Motion by Peck to adjourn @ 9:20 p.m.