

MEETING MINUTES

JEFFERSON COUNTY EXTENSION COUNCIL Thursday, November 5th, 2020 6:30 PM

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1. Call the meeting to order and roll call: Stephen Burgmeier
  - a. Present: Barbara Kistler, Laurie Bennett, Shelly Moothart, John Peck, Steve Burgmeier, Cory Klehm, Christine Engwall, Eric Miller
  - b. Absent: Susie Drish
  - c. Also present: Craig Leager, Jeri Crile, Clint Mercer, Grace Davidson, newly-elected council member Drew Johnson
  - d. On Zoom: Sara Sprouse
2. Approval of Agenda: Stephen Burgmeier. All approved
3. Secretary's Report: Barbara Kistler: Approval of minutes from October 1<sup>st</sup>, 2020. Motion to approve by Kistler. All approved.
4. Treasurers Report: Eric Miller
  - Approval of checks from #13033 to #13051 and EFT \$ 1,513.41 and \$921.57. Motion by Miller to approve checks and EFTs. All approved.
  - Review of October 2020 financial reports
5. Presentation by Human Sciences Team: Sara Sprouse: Spend Smart, Eat Smart; ServSafe; Food Preservation; Growing Together mini-grant; Financial programs; Writing Your Retirement Paycheck; Your Money, Your Goals; What About Me? My Wellbeing; Powerful Tools for Caregivers; Elevate; QPR Institute; Online Childcare Provider Training
6. Reports:
  - Staff and program specialists highlights only
  - Extension Council Committees
    - Personnel: Susie, Laurie, and Shelly
    - Fiscal: Eric, Stephen, and John
    - Programming: Barbara, Christine and Cory
    - Strategic Planning: Shelly and Laurie
    - 4-H and Youth Committee: Eric
    - Fair board: John Peck
      - Beef Bonanza discussion
    - MOU: John and Christine
    - Advisory: Susie and John
    - Regional and IECA
7. Old Business
  - a) Consideration of Office Door Locks and Code changes.
    - a. Motion by Kistler. All approved.
8. New Business
  - b) Consideration of Approval of Volunteers
    - a. Motion to approve Erin Pedrick as volunteer by Moothart. All approved
  - c) Consideration of Office Assistant Hire and Pay Rate
    - a. Motion by Kistler to hire OA Jeri Crile at \$17/hr with benefits. All approved.

- d) Consideration of Adding Jeri Crile to the Jefferson County Extension Bank Account
  - a. Motion by Engwall to add Crile to Bank Account
  - b. Motion by Bennett to reconsider motion
  - c. Motion by Engwall to remove Lori Padgett from Extension Bank account and replace with Jeri Crile. All approved.
  
- e) Consideration of AmeriCorps Service Member
  - a. Motion by Moothart to hire Hilary Lanman for 900 total hours with starting date of mid-late November. All approved.
  
- f) Consideration of CYC Technology Purchase
  - a. Motion by Kistler to approve \$1,700 purchase of laptop, programs, etc. All approve
  
- g) Consideration of 2021 County Fair Livestock Superintendents and Potential Changes:
  - Recommendations: 1. 2% commission on premium, if necessary. Motion by Peck. All Approved
  - 2. Each 4-H Club and FFA Chapter will be able to enter two(2) Static projects per club/chapter to the sale, for revenue from the sale to go back to the 4-H Club's or Chapter's account, with physical ownership of project to go to the buyer. Motion made by Peck. All approved.
  - 3. Each 4-H or FFA member can sell 3 livestock projects in the premium sale. Motion by Peck. All approved. All approved

Motion by Miller to approve the following Superintendents: All approved.  
 Beef: Jo Hite  
 Swine: Michael Burkhalter  
 Horse: Jen Stever  
 Dairy Goat/Meat Goat: Jen Stever  
 Sheep: Steve Pumphrey  
 Dairy Cattle/Pets: Carrie Steele  
 Rabbits/Poultry: Steve Pumphrey
  
- h) Consideration of Dispersal of Shooting Sports Equipment
  - a. Motion by Miller to donate equipment to Wapello and remaining \$37 to Jefferson County 4-H. All approved
  
- i) Consideration of Youth Committee Budget Amendment: N/A
  
- j) Consideration of 4-H Awards Format: Motion by Bennett to approve alternate individual club-visit by CYC and Retention YC committee for 2020. All approved.
  
- k) Consideration of Workforce Plan: Motion by Bennett to recommend to adoption of Workforce Plan. Aye: John Peck, Shelly Moothart, Laurie Bennett, Cory Klehm, Eric Miller, Barbara Kistler, Nay: Christine Engwall, Steve Burgmeier

## 9. 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. If your concern is not listed in the agenda below there will be no action taken at this meeting, but concerns may be an agenda item at future meetings. 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.*

10. Next meeting date is **Thursday, December 3rd 2020 at 6:30 PM** with the following agenda items:

11. Adjourn: Motion by Peck at 8:20 pm