

Notice of Organizational Meeting of the Jefferson County Agricultural Extension Council

In compliance with the County Agricultural Extension Law, the organizational meeting of the Jefferson County Agricultural Extension Council will be held at 6:30 p.m. on the 2nd day of January, 2020 at Jefferson County Extension Office in Fairfield, Iowa.

It is important that all members attend this meeting.

- I. Call the meeting to order and roll call – Stephen Burgmeier
- II. Approval of Agenda – Stephen Burgmeier
- III. Secretary’s Report – Barb Kistler
 - a. Approval of minutes from November 7, 2019 and November 26, 2019
- IV. Organizational meeting
 - a. Election of extension council officers
 - b. Regular council meetings date and time
 - c. Committee assignments
 - d. Appointments to other boards and committees
 - e. Official newspapers
 - f. Fiscal procedures
 - Depository
 - Authorization for signing checks and electronically transferring funds

 - Bonding of treasurer and staff

 - Other as appropriate
 - g. Approval of policies, meeting requirement, meeting conduct, volunteers, and financial reports

V. Regular monthly meeting

- a. Treasurer’s Report – Susie Drish
 - a. Approval of checks #12594 to # and EFT of \$
 - b. Review of November and December financial reports
- b. Reports:

- a. Staff and program specialists – highlights only
- b. Extension Council Committees
 - i. Personnel – Susie, Eric and Shelly
 - ii. Fiscal- Laurie, Stephen, and John
 - iii. Programming- Barb, Christine and Cory
 - iv. Strategic Planning - John Peck and Christine Engwall
- Regional and Iowa Extension Council Association- Sue
- 4-H and Youth Committee
- Fair board – John Peck
- c. Old Business
 - a. Consideration of Shooting Sports
 - b. Consideration of Structured for Success model
- d. New Business
 - a) Consideration of FY 21 budget (not posted, may have changes)
 - b) Consideration of 4-H Foundation
 - c) Consideration of approval of volunteers
 - d) Consideration of funds left from The Mindset 4-H Club
 - e) Consideration of hiring additional help for after school enrichment program
 - e) Consideration of hiring Tom Bevins to clean office until Julie Horton says she is returning.
Discussion of rate of pay for Tom.
8. Open Forum for Public Comments
9. Next meeting date is Thursday, February 6, 2020 @ **6:30 PM** with the following agenda items:
10. Adjourn