

## AGENDA

### JEFFERSON COUNTY EXTENSION COUNCIL

**Tuesday, March 5, 2019 – 6:30 PM**

#### **NO NEW MEMBER MEETING**

#### **Jefferson County Extension Office**

1. Call the meeting to order and roll call – Stephen Burgmeier (appoint temporary treasurer)
2. Approval of Agenda – Stephen Burgmeier
3. Secretary’s Report – Barb Kistler
  - a. Approval of minutes from February 5, February 11 and February 25
4. Treasurer’s Report –
  - a. Approval of checks #12334 to #12353 and EFT of \$ 4965.25
  - b. Review of February financial reports
5. Reports:
  - a. Staff and program specialists- highlights
  - b. Extension Council Committees
    - i. Personnel – Stephen, Eric and Shelly
    - ii. Fiscal-?, Susie and John
    - iii. Programming- Barb, Christine and Cory
    - iv. Strategic Planning - John Peck and Christine Engwall
    - v. 100 year – report from Ron
  - c. Regional and Iowa Extension Council Association- survey
  - d. 4-H and Youth Committee – Shelley Moothart
  - e. Fair board – John Peck

7:00PM - Chair asks to recess meeting. Motion to recess meeting by \_\_\_\_\_

Chair: "This is the time and place set for a public hearing on the Iowa State University Jefferson County, FY 2020 Extension Education Operating budget and Tort and Unemployment budget."

Chair: "The notice of the public hearing did appear in the newspaper on as required by law."

Chair: "Are there any objections or comments concerning the budget?"

1. If comments have been received by the extension office, staff and/or council members ahead of this hearing, it is appropriate to share these now. Likewise, if no comments have been received, note that fact too in the minutes.

2. If comments are received, they need to be accurately recorded in the minutes with the person's name and address.

3. If no one asks to speak, the chair instructs the secretary to note that fact in the minutes.

Chair requests a motion to close the public hearing. "I move to close this public hearing."

Motion seconded, and the vote completely recorded.

Chair - reopens recessed meeting

Guest: Cherry Sandeen

## 6. Old Business

- a. Purchase price of fan

7:30 PM – Chair asks to recess meeting. Motion to recess meeting by \_\_\_\_\_

Chair: "This is the time and place set for a public hearing on the Iowa State University Jefferson County, 2019 Unemployment amendment"

Chair: "The notice of the public hearing did appear in the newspaper on as required by law."

Chair: "Are there any objections or comments concerning the budget?"

1. If comments have been received by the extension office, staff and/or council members ahead of this hearing, it is appropriate to share these now. Likewise, if no comments have been received, note that fact too in the minutes.

2. If comments are received, they need to be accurately recorded in the minutes with the person's name and address.

3. If no one asks to speak, the chair instructs the secretary to note that fact in the minutes.

Chair requests a motion to close the public hearing. "I move to close this public hearing."

Motion seconded, and the vote completely recorded.

Chair - reopens recessed meeting

## 7. New Business

- a. Consideration of FY 20 budgets – operating, tort, unemployment

Chair requests a motion to approve budget request: " \_\_\_\_\_ move that the FY 2020 Extension Education Operating Budget be approved for \$344,160 in expenditures with a total tax request of \$249,000, with \$245,589 from property tax and \$3411 from utility excise tax. Motion seconded by \_\_\_\_\_. Motion carried by a vote of \_\_\_ to \_\_\_."

(With this motion, it is a good practice to list individually all council members' votes, whether yes, no, or abstain.)

Chair requests a motion to approve budget request: " \_\_\_\_\_ move that the FY 2020 Extension Tort Budget be approved for \$4100 in expenditures with a total tax request of \$7,500, with \$ 7,401 from property tax and \$99 from utility excise tax. Motion seconded by \_\_\_\_\_. Motion carried by a vote of \_\_\_ to \_\_\_." (With this motion, it is a good practice to list individually all council members' votes, whether yes, no, or abstain.)

Chair requests a motion to approve budget request: " \_\_\_\_\_ move that the FY 2020 Extension Unemployment Budget be approved for \$10,000 in expenditures with a total tax request of \$8493 , with \$8377 from property tax and \$116 from utility excise tax. Motion seconded by \_\_\_\_\_. Motion carried by a vote of \_\_\_ to \_\_\_." (With this motion, it is a good practice to list individually all council members' votes, whether yes, no, or abstain.)

b. Consideration of FY 19 Unemployment amendment

Chair requests a motion to approve amending the unemployment budget:

Motion by \_\_\_\_\_ that the FY19 Extension Unemployment Budget expenditures be increased from \$ \_5000 to \$ \_10,000\_\_\_\_. Motion seconded by \_\_\_\_\_. b. Motion carried by a vote of \_\_\_ to \_\_\_ with \_\_\_ abstentions. (If less than unanimous, need list names of all yes votes, name of all no votes, and names of all abstains.)

- c. Consideration of council member resignation
- d. Consideration of new council member
- e. Election of new treasurer
- f. Consideration of Fair board agreement about booking and rent
- g. Consideration of Extension week activity
- h. Consideration of new volunteers
- i. Consideration of hiring new CYC

8. Open Forum for Public Comments

9. Next meeting date is Thursday April 5, 2019 7:30 PM with the following agenda items:

10. Adjourn