

MINUTES
JEFFERSON COUNTY EXTENSION COUNCIL
Tuesday, February 6, 2018
6:30 PM

Jefferson County Extension Office
(Program committee meets at 5:30 PM)

1. Call the meeting to order and roll call – Steve@ 6:32
 - a. Present: John Peck, Barbara Kistler, Steve Burgmeier, Paul Miller, Jeff Dunbar, Eric Miller, Sharie Leazer, Tony Adrian
 - b. Also present: Ashtin Walker, Rachel Wonderlich, Laura Miller, Taylor Sickels, Sue Henderson,
 - c. Absent: Betty Coop
2. Approval of Agenda – Steve/Eric
3. Secretary’s Report – Barb:
 - a. Approval of minutes from January Motion by Kistler with corrected New Business A: should read “Consideration of FY 19 unemployment budget amendment motion...” All present council members approved.
4. Treasurer’s Report – Paul:
 - a. Approval of Vouchers: Motion by Miller to approve Vouchers 11958-11977, 2 EFT and 7 Direct Deposits until audited. All Approved
 - b. Review of financial reports: P Miller moved to approve until audited. All approved.

At this point, the meeting reviewed #6C, Consideration of Copier Changes. P Miller left after this discussion.

5. Reports:

Staff and program specialists- All staff

Ashtin: Continuing with after school programs: Pence, Middle School and Home Schoolers; this includes Pick-A-Better Snack @ Pekin.

Laura: Welcome to new Office Tech

Rachel: Increased 4H enrollment; well attended Winter daycamps, Shooting Sports will be voluntarily disbanded. An inventory will be made for dissolution of equipment. This will be an agenda item for the March meeting.

Taylor: good attendance with winter programs.

Extension Council Committee

- i. Personnel: Executive committee to meet with YC at future date
- ii. Fiscal:
- iii. Programming: New Programming equals big numbers
- iv. Other appointed committees – strategic planning and MOU

c. Regional

Iowa Extension Council Association: Henderson gave this report; Day of the Hill; Annual IACEC conference, March 10; Extension annual conference on March 26/Ames. Timeclock Plus. 4H Clubs with club funds: future move to move all club funds to Office per State Auditor....not mandatory at this time; Extension Week is April 16-21. This will be an Agenda item on March Agenda

4-H and Youth Committee: Wonderlich reviewed their January meeting.

Fair board: Peck reported. Nothing to report.

7 PM – FY 19 budget hearing

Motion by Burgmeier to recess regular Council meeting at or after the time designated in published hearing notice at 7:34

Chair: "This is the time and place set for a public hearing on the County Extension Education Operating budget plus 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?"

No comments have been made.

4. Chair requests a motion to close the public hearing. "I move to close this public hearing." At 7:35 by E Miller. All approved.

E. Chair - reopens recessed meeting at 7:35 PM

6. Unfinished Business

a. Consideration of addition to all job descriptions – “other duties as needed”. Kistler motioned to add this verbiage to the job description. Peck voted Nay; Kistler, Burgmeier, Dunbar, Adrian, E. Miller, Leazer voted Aye

b. Consideration of FY 19 budget, tort and unemployment:
Chair requests a motion to approve budget request (s) "move that the FY 2019 Extension Education Operating Budget be approved for \$ 290319 in expenditures with a total tax request of \$ 243,000 , with \$239,531 from property tax and \$ 3,469 from utility excise tax.

Motion seconded by Peck . Roll Call Vote: Peck, Adrian, Leazer, Burgmeier, Dunbar, E Miller, Kistler

Chair requests a motion to approve budget request (s) " move that the FY 2019 Extension Education Unemployment Budget be approved for \$ 5,000 in expenditures with a total tax request of \$ 20,000 , with \$ 19,716 from property tax and \$ 284 from utility excise tax.

Motion seconded by Dunbar . Roll Call Vote: Peck, Kistler, Adrian, Leazer, Burgmeier, Dunbar, E Miller all approved

Chair requests a motion to approve budget request (s) " move that the FY 2019 Extension Education Tort Budget be approved for \$ 1250 in expenditures with a total tax request of \$ 1250 , with \$950 from property tax and \$ 284 from utility excise tax.

Motion seconded by Peck Roll Call Vote: Peck, Adrian, Leazer, Burgmeier, Dunbar, E Miller, Kistler

c. Consideration of copier machine changes: Motion by move this item to March meeting by P Miller. Current rate is .11/color and .01/bw. P Miller withdraws first motion and requests Advanced Systems to reduce the number of copies prior to end of contract. Motion passed by all current council members. This item will also be included on March Agenda.

7. New Business

a. Consideration of committee for facility review process:

Risk Management Committee requested of 2 council members to review checklist. Chair appoints Adrian and Dunbar.

b. Consideration of fair superintendents: Motion by E Miller to approve the superintendents

Mike Schleicher- Beef, Dairy, Bucket/Bottle Calf

Rachel Shaw: Cats, Dogs, Pets

Steve Pumphrey: Goat

Gene Hoy- Horse, Rabbits & Poultry

Jeremy Atwood, Sheep

Wade Stremsturfer , Swine

c. Consideration of Beef Fitting clinic: April 7/8

\$2,000 for this clinic (partnered with YC and Cattlemen)

Motion by E Miller to approve spending up to \$500 with a minimum of 20 attendees. Peck, Leazer, Burgmeier, Dunbar, E Miller, & Kistler approved. Nay by Adrian

- d. Consideration of Legislative Day: Council and 4H could attend February 28th. No action
- e. Consideration of after school program paid assistants: Needed, one assistant for after school programs to finish school year up to \$744. Motion by Leazer to advertise/hire. All present council members approved.
- f. Consideration of Farm show participation: \$200 for table. OA Matson can attend. E Miller makes a motion to attend. All approved.
- g. Consideration of purchasing one shirt for each 4-Her: Motion by Kistler to furnish a shirt for each 4Her (green 4H shirt) All approved.
- h. Consideration of volunteer (s). Molly Mosinski, Melissa Miller and Keely Ruby. Motion by Kistler to approve. All present council members approved. E Miller abstained.
 - i. Consideration for outside strategic planning process: Pathfinders Anna Bruin \$50/hr; advisor, coach, create structure. Motion by Burgmeier to spend \$4000, with amendment by Dunbar to raise it to \$5000 to hire Pathfinders RC&D to create the 4H Strategic Plan. All present council members approved. Wonderlich will contact.
 - j. Review of mature CD: Motion by Adrian to renew CD for one year with interest rate of 1.7. All present council members approved.
8. Open Forum for Public Comments: N/A
9. Next meeting date is March 6 at 6:30 PM with the following agenda items:
10. Adjourn by Peck at 8:45 PM

Respectfully submitted by Barbara Kistler