

**TENTATIVE AGENDA**

**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
2. Approval of Agenda – Steve
3. Secretary’s Report – Barb
  - a. Approval of minutes from January
4. Treasurer’s Report – Paul
  - a. Approval of Vouchers
  - b. Review of financial reports
5. Reports:
  - a. Staff and program specialists- All staff
  - b. Extension Council Committee
    - i. Personnel
    - ii. Fiscal
    - iii. Programming
    - iv. Other appointed committees – strategic planning and MOU
  - c. Regional
  - d. Iowa Extension Council Association
  - e. 4-H and Youth Committee
  - f. Fair board

7 PM – FY 19 budget hearing

Motion to recess regular Council meeting at or after the time designated in published hearing notice.

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?"

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.

4. Chair requests a motion to close the public hearing. "I move to close this public hearing." Motion seconded, and the vote completely recorded.

E. Chair - reopens recessed meeting ---or ---- opens the regular meeting.

## 6. Unfinished Business

a. Consideration of addition to all job descriptions – “other duties as needed”

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\_\_\_\_\_. 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 (s) "move that the FY 2019 Extension Education Unemployment Budget be approved for \$5,000in expenditures with a total tax request of \$20,000, with \$ 19,716 from property tax and \$ 284 from utility excise tax. Motion seconded by\_\_\_\_\_. Motion carried by a vote of \_\_\_\_\_." 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 (s) "move that the FY 2019 Extension Education Tort Budget be approved for \$1250 in expenditures with a total tax request of \$ 1250, with \$950from property tax and \$ 284 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.

c. Consideration of copier machine changes

7. New Business

a. Consideration of committee for facility review process

b. Consideration of fair superintendents

c. Consideration of Beef Fitting clinic

d. Consideration of Legislative Day

e. Consideration of after school program paid assistants

f. Consideration of Farm show participation

g. Consideration of purchasing one shirt for each 4-Her

h. Consideration of volunteer (s)

8. Open Forum for Public Comments

9. Next meeting date is March 6 at 6:30 PM with the following agenda items

10. Adjourn