

MEETING MINUTES  
JEFFERSON COUNTY EXTENSION COUNCIL  
Thursday, February 6, 2020 – 6:30 PM  
Jefferson County Extension Office

1. Call the meeting to order and roll call – Stephen Burgmeier
  - i. Present: Eric Miller, Barbara Kistler, Susie Drish, Steve Burgmeier, John Peck, Cory Klehm, Laurie Bennett, Shelly Moothart, Christine Engwall
  - ii. Absent:
  - iii. Also Present: Ashtin Walker, Clint Mercer, Richard Heald, Sue Henderson

\*APCMA: All Present Council Members Approved

2. Approval of Agenda – Stephen Burgmeier. APCMA
3. Secretary's Report – Barbara Kistler
  - a. Approval of minutes from January 2, 2020 Motion by Kistler to approve with correction to record that Drish abstained from Treasurer vote. AMCMA and January 30, 2020: Motion by Kistler to approve. APCMA
4. Treasurer's Report – Eric Miller
  - a. Approval of checks # 12765 to # 12783 and EFT of \$4,825.62. Motion by Drish to approve with exception of #12770. APCMA
  - b. Review of January, 2020 financial reports
5. Reports:
  - a. Staff and program specialists – **highlights only**
  - b. Extension Council Committees
    1. Personnel: Susie, Laurie, Shelly
    2. Fiscal: Eric, Stephen, John
    3. Programming: Barbara, Christine, Cory
    4. Strategic Planning: Shelly, Laurie
    5. 4H/YC: Eric
    6. Fairboard: John
    7. MOU: John/Christine
    8. Advisory: Susie/John
  - c. Regional

### **FY 21 Budget Hearing**

Motion by Burgmeier to recess regular council meeting at or after the time designated in published hearing notice. APCMA

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

Chair: "The notice of the public hearing did appear in the newspaper on Thursday, January 23, 2020 as required by law."

Chair: "Are there any objections or comments concerning the budget?" No comments made by council.

3. If no one asks to speak, the chair instructs the secretary to note that fact in the minutes. **No public has asked to speak.**

Chair requests a motion to close the public hearing. Bennett so moved. "I move to close this public hearing." APCMA

Chair opens the regular meeting.

## 6. Old Business

a. Consideration Shooting Sports: still working on promoting the club in Jefferson County. Postponed.

b. Consideration of FY 21 budgets

Consideration of FY 21 Education budget:

Chair requests a motion to approve budget request(s). "Kistler moved that the FY 2021 Extension Education Operating Budget be approved for \$299,685.00 in expenditures with a total tax request of \$255,000.00, with \$251,436.00 from property tax and \$3,564.00 from utility excise tax. Motion carried by a vote of 9 to 0."

Consideration of FY 21 Unemployment budget:

Chair requests a motion to approve budget request(s). "Kistler moved that the FY 2021 Extension Unemployment Budget be approved for \$10,000.00 in expenditures with a total tax request of \$2,526.00, with \$2,489.00 from property tax and \$37.00 from utility excise tax. Motion carried by a vote of 9 to 0."

Consideration of FY 21 Tort Budget:

Chair requests a motion to approve budget request(s). "Kistler moved that the FY 2021 Extension Tort Budget be approved for \$4,612.00 in expenditures with a total tax request of \$3,500.00, with \$3,447.00 from property tax and \$53.00 from utility excise tax. Motion carried by a vote of 9 to 0."

c. Consideration of cumulative volunteer list: Motion by Kistler to approve cumulative volunteer list. APCMA

## 7. New Business

a) Consideration of fiscal policy updates:

Page 10: Section 3.37: Motion by Bennett to deny volunteers use store charge accounts.

APCMA

Section 9, 3.1E: Motion by Klehm to put \$500 in line of Authorization changes. APCMA

Section 9, 3.3A: Klehm moved to strike verbiage of 'one 4H Youth Committee member' for use of county extension credit card. APCMA

Peck moved to approve the Fiscal Policy as amended. APCMA

b) Consideration of MOU for SIEDA grant: Motion by Bennet to approve MOU with SIEDA. APCMA

c) Consideration of approval of volunteers: (from Nov. 26 meeting): Motion by Engwall to approve Taryn Reed.

d) Consideration of 4-H Youth Committee and bylaws: final document will be voted in March meeting.

e) Consideration of approval of volunteers for new youth committee: Bennet moved all current YC members shall sign a Code of Conduct to be approved as volunteers on February 10, 2020. APCMA

f) Consideration of Fair Superintendent (from Nov. 26 meeting)

i. Motion to approve Sheep: Motion by Engwall

1. Bryce Millikin: APCMA

2. Steve Pumphrey: Moothart voted NAY, Kistler voted NAY, Drish voted NAY; Burgmeier, Peck, Engwall, Miller voted AYE, Motion passed 4-3. Klehm and Bennett abstained.

ii. Motion to approve Swine: Motion by Moothart. APCMA Klehm abstained

1. Larry Horton: APCMA
2. Wade Stremsterfer: APCMA
- iii. Motion to approve Poultry/Rabbits: Motion by Engwall. APCMA Klehm and Bennett abstained
  1. James Kyle: APCMA
  2. Steve Pumphrey: APCMA
- iv. Motion to approve Horse/Pony: Motion by Moothart. APCMA
  1. Kolby Freeman: APCMA
  2. Jen Stever: APCMA
- v. Meat Goat/Dairy Goat: Motion by Moothart. APCMA Bennett & Klehm abstained
  1. James Kyle: APCMA
  2. Jen Stever: APCMA
- vi. Dog/pet/Cat: Motion by Moothart to approve the following:
  1. Kolby Freeman - APCMA
  2. Keeli Rubey- APCMA
- vii. Dairy Cattle: Motion by Engwall
  1. James Kyle- APCMA
  2. Carrie Steele- APCMA
- viii. Beef/Beef Bottle: Motion by Engwall
  1. Chad Reed- APCMA

g) Consideration of Fair Auction changes (from Nov. 26<sup>th</sup> meeting) Motion to approve by Kistler. APCMA. Amendment by Peck to the motion of clarifying verbiage #4 0-2%. APCMA

h) Consideration of Fair Rules changes (from Nov. 26<sup>th</sup> meeting)

a. Motion to approve all rule changes by Peck with change of verbiage pertaining to Dog to show 'current' rabies certification. APCMA

i.) Consideration of setting up an account under Extension for Financial pertaining to Auction Sale Committee: No consideration

ii.) j) Consideration of Start-up money for the Sale Committee: Motion by Bennett that Extension expend up to \$500 in-kind to the Fair Sale Committee. APCMA

k) Consideration of MOU changes: Corrections as indicated: (from Nov. 26 meeting)

#14 Assign animal stalling both Barn Superintendents

#24: Find sponsors for trophies and plaques 60 days prior to fair

# 27) Fair Board and CYC schedule weigh-ins. CYC lets all superintendents know of dates of weigh-in. Motion by Peck to approve MOU changes. APCMA

l) Consideration of funds for Chicken Hatching in schools: Motion by Engwall to approve up to \$2,000.00 for this project. APCMA

8. Open Forum for Public Comments: Richard Heald

9. Next meeting date is Thursday, March 5, 2020 @ [6:30 PM](#) with the following agenda items:

9. Adjourn: Motion to adjourn by Peck at 8:45pm

10. Meeting reconvened at 8:50

11. Approval of volunteers Elizabeth Snelling and Phoebe Wiley. APCMA

12. Re-adjourned at 8:50 pm by Peck