

**AGENDA**  
**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
2. Approval of Agenda – Stephen Burgmeier
3. Secretary’s Report – Barb Kistler
  - a. Approval of minutes from January 2, 2020
  - b. Approval of minutes from January 30, 2020
4. Treasurer’s Report – Eric Miller
  - a. Approval of checks # 12765 to # 12783 and EFT of \$4,825.62
  - b. Review of January, 2020 financial reports
5. Reports:
  - a. Staff and program specialists – highlights only
  - b. Extension Council Committees
    - i. Personnel – Susie, Laurie, and Shelly
    - ii. Fiscal- Eric, Stephen, and John
    - iii. Programming- Barb, Christine and Cory
    - iv. Strategic Planning – Shelly and Laurie
    - v. 4-H and Youth Committee – Eric
    - vi. Fair board – John Peck
    - vii. MOU – John and Christine
    - viii. Advisory – Susie and John
  - c. Regional

**FY 21 Budget Hearing**

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

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."

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 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 ---or ---- opens the regular meeting.

**6. Old Business**

- a.) Consideration Shooting Sports
- b.) Consideration of FY 21 budgets

Consideration of FY 21 Extension Education budget:

Chair requests a motion to approve budget request(s).

\_\_\_\_\_ move that the FY 2021 Extension Education Operating Budget be approved for \$299,685 in expenditures with a total tax request of \$255,000, with \$251,436 from property tax and \$3,564 from utility excise tax.

Motion seconded by \_\_\_\_\_. Motion carried by a vote of \_\_\_ to \_\_\_."

Consideration of FY 21 Unemployment budget:

Chair requests a motion to approve budget request(s)

\_\_\_\_\_ move that the FY 2021 Extension Unemployment Budget be approved for \$10,000 in expenditures with a total tax request of \$2,526, with \$2,489 from property tax and \$37 from utility excise tax.

Motion seconded by \_\_\_\_\_. Motion carried by a vote of \_\_\_ to \_\_\_."

Consideration of FY 21 Tort Budget:

Chair requests a motion to approve budget request(s).

\_\_\_\_\_ move that the FY 2021 Extension Tort Budget be approved for \$4,612 in expenditures with a total tax request of \$3,500, with \$3,447 from property tax and \$53 from utility excise tax.

Motion seconded by \_\_\_\_\_. Motion carried by a vote of \_\_\_ to \_\_\_."

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

d.) Consideration of cumulative volunteers list

7. New Business

- a) Consideration of fiscal policy updates
- b) Consideration of MOU for SIEDA grant
- c) Consideration of approval volunteers
- d) Consideration of 4-H Youth Committee and bylaws
- e) Consideration of approval of volunteers for new youth committee
- f) Consideration of Fair Superintendent
- g) Consideration of Fair Auction changes (from Nov. 26<sup>th</sup> meeting)
- h) Consideration of Fair Rules (from Nov. 26<sup>th</sup> meeting)
- i) Consideration of setting up an account under Extension for Financial
- j) Consideration of startup money for the Sale Committee
- k) Consideration of MOU Changes (from Nov. 26<sup>th</sup> meeting)
- l) Consideration of funds for Chicken Hatching

8. Open Forum for Public Comments

9. Next meeting date is Thursday, March 5, 2020 @ **6:30 PM** with the following agenda items:

10. Adjourn