

**TENTATIVE AGENDA  
JEFFERSON COUNTY EXTENSION COUNCIL**

**Tuesday, March 7, 2017**

**6:30 PM**

**Jefferson County Extension Office**

1. Call the meeting to order and roll call – Steve
2. Approval of Agenda – Steve
4. Open Forum for Public Comments
5. Secretary’s Report – Barb
  - a. Approval of minutes from February 7, 2017
6. Treasurer’s Report – Paul
  - a. Approval of Vouchers
  - b. Review of financial reports

**Budget Hearing 6:45 PM**

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

Chair: This is the time and place set for the public hearing on the Jefferson County Extension Education Operating budget.

Chair: The notice of the public hearing did appear in the Fairfield Ledger newspaper on February 17, 2017 as required by law.

Chair: Are there any objection or comments concerning the budget?

- 1) If comments have been received to the extension office, staff or council members ahead of tis 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 will instruct the secretary to note that face in the minutes.

Chair then requests a motion to close the public hearing. “I move to close this public Hearing \_\_\_\_\_ motion seconded \_\_\_\_\_  
Vote \_\_\_\_\_

Guest: Cherry Sandeen, Youth development program specialist

7. Reports:

- a. Staff and program specialists- Joyce Lash , Stan, Rachel and Colleen
- b. Extension Council Committee
  - i. Personnel
  - ii. Fiscal
  - iii. Programming
  - iv. Other appointed committees a) Youth focus group b) strategic planning group c) MOU group
- c. Regional- Civil rights training , Engaged Scholarship video , Extension Annual Conference
- d. Iowa Extension Council Association
- e. 4-H and Youth Committee
- f. Fair board

8. Old Business

- a. Lease – Paul
- b. Council member replacement suggestions and approval - committee
- c. Newsletter reinstated-responsibility to write it?
- d. Updated on LISCO and what services they are providing to the office
- e. Response from 4-H foundation – Paul
- f. Review of horticulturist job description and timeline to hire

9. New Business

- a. FY 18 budget approval

Chair requests a motion to approve budget request:

\_\_\_\_\_ move that the FY 2018 Extension Education Operating Budget be approved for \$ 315,364 in expenditures with a total tax request of \$237,000 with 233,459 from property tax and 3,451 from utility excise tax. Motion seconded by \_\_\_\_\_ Motion carried by a vote \_\_\_\_\_ to \_\_\_\_\_

- b. Extension week activities
- c. Late registration for the beef show
- d. Permission for Rachel to attend new staff orientation
- e. Removal of planters in front of building.
- f. New programming approval

10. Next meeting date Tuesday, April 4 at 7:30 PM with the following agenda items

Approval of summer/day camp helper

11. Adjourn