

MEETING

JEFFERSON COUNTY EXTENSION COUNCIL

Thursday, March 5, 2020 – 6:30 PM

Jefferson County Extension Office

*APCMA: All Present Council Members Approve

1. Call the meeting to order and roll call – Stephen Burgmeier called the meeting to order at 6:35pm
 - a. Present: John Peck, Stephen Burgmeier, Shelly Moothart, Cory Klehm, Barbara Kistler, Eric Miller, Christine Engwall, Laurie Bennett,
 - b. Absent: Susie Drish
 - c. Also Present: Rachel Fishel, Sue Henderson, Ashtin Walker
2. Approval of Agenda – Stephen Burgmeier: Moved by Kistler. APCMA
3. Secretary's Report – Barbara Kistler
 - a. Approval of minutes from February 6, 2020: Motion by Kistler to approve the minutes with the correction of FYE June 30 2021 Budget Expenditures should read \$302,992, Unemployment Compensation of \$10,000, and Tort Liability of \$4,612 with a total of \$317,604. APCMA
4. Treasurer's Report – Eric Miller
 - a. Approval of checks # 12784 to # 12810 and EFT of \$3,242. APCMA
 - b. Review of February, 2020 financial reports

Guest: Rachel Fishel, Youth Program Specialist: presentation of annual check-up for Jeff Co 4-H program

5. Reports:
 - a. Staff and program specialists – highlights only
Extension Council Committees
 - i. Personnel – Susie, Laurie, and Shelly: email communication with staff in future
 - ii. Fiscal- Eric, Stephen, and John: n/a
 - iii. Programming- Barbara, Christine and Cory: CPR and Scholarship
 - iv. Strategic Planning – Shelly and Laurie: n/a
 - v. 4-H and Youth Committee – Eric
 - vi. Fair board – John Peck: Chad Reed is new handyman. No more 'Little Britches' at fair.
 - vii. MOU – John and Christine: n/a
 - viii Advisory – Susie and John: n/a
 - d. Regional: n/a
6. Old Business
 - a.) Consideration of Fair superintendents: postponed
 - b.) Consideration of revised 4-H and Youth committee by laws: Postponed
7. New Business
 - a) Consideration of FY 2020 nominating committee: Motion by Bennett to nominate Randy Baird, Shari Leazer, Tony Adrian, Sarah Syfert and Kelly Spees for the committee. APCMA
 - b) Consideration of approval of volunteers: Motion to approve: Motion to approve by Kistler Todd Woodburn, Christy Woodburn. APCMA

c) Consideration of items bought for showmanship: Motion by Bennett to ship merchandise back to NASCO via commercial shipping not to exceed \$500.00. Peck makes to reconsider previous motion. APCMA The original motion is back on the floor amended by Peck for a maximum of \$600 shipping. APCMA Motion passed as amended. APCMA

d) Consideration of council member to attend Regional Director Interview: Motion by Moothart to nominate Susie Drish represent Jefferson County. APCMA

e) Consideration of Extension Week Activities: Motion by Bennett to allow staff to determine best process for celebrating Extension Week with regards to community partners.

f) Consideration of hiring Summer Program Assistant: Motion by Moothart to hire Hallie Sandeen as summer program assistant at \$11/hr. not to exceed 500 hours. APCMA

g) Consideration of verbiage added to agendas under public forum: Motion by Kistler to approve verbiage added to future agenda. APCMA

The Jefferson County Extension Council allows for public forum, where the public present information or concerns to the council. Each participant will be limited to 5 minutes. If your concern is not listed in the agenda above there will be no action taken at this meeting, but concerns may be an agenda item at future meetings. No defamation of character or slander will be tolerated during this forum and office personnel issues will be directed to the proper chain of command and not discussed in this forum.

h) Consideration of food booth items: Motion by Burgmeier to allow staff to identify the items they would like to keep for Council/4H use and lease remaining items to the Fairboard for their use for \$100.00 during Fair and advertise/sell the items after Fair. APCMA

i) Consideration of Professional Development: n/a

j) Consideration of recipients of 4-H Hall of Fame: N/A

8. Open Forum for Public Comments:

9. Next meeting date is Thursday, April 2, 2020 @ 7:30 PM with the following agenda items:

10. Adjourn: Motion to adjourn by Peck at 8:32pm