

JEFFERSON COUNTY EXTENSION COUNCIL MEETING

Tuesday, November 6, 2018

6:30 PM

Jefferson County Extension Office

1. Call the meeting to order and roll call – Steve
 - a. Present: Barbara Kistler, Sharie Leazer, John Peck, Steve Burgmeier, Jeff Dunbar, Paul Miller, Tony Adrian, Eric Miller, Betty Coop,
 - b. Also Present: Ashtin Walker, Sue Henderson, Ron Bower, Rachel Fishel, Lori Padgett, Taylor Trudell

2. Approval of Agenda – Motion to approve agenda as written by Adrian, All council members approved

3. Secretary's Report – Barb
 - a. Approval of minutes from October 2, 2018. Kistler motioned to approve minutes as written. All council members approved

4. Treasurer's Report – Paul
 - a. Motion to approve of checks # 12231 to #12266 and EFT of \$ 44,173.51 by E Miller. All council members approved
 - b. Review of financial reports

5. Reports:
 - Staff and program specialists-
 - Staff presented their monthly reports.
 - Extension Council Committees -
 - Personnel-none at this time
 - Fiscal-none at this time
 - Programming-later in agenda
 - Other appointed committees –
 - Strategic Planning- presented in CYC report
 - 100 year Celebration- Ron Bower updated council; date is July 4
 - Regional- Henderson presented Time Clock Plus; Budget deadlines; Stakeholders Report, etc

- Iowa Extension Council Association: Day on the Hill/Legislative Days Feb 13; March 30 is Council Member Training in Ames

- 4-H and Youth Committee: Still awaiting YC Budget for next year

- Fairboard Repairs – Toilet will be handled by FB;

6. Unfinished Business
 - Consideration of insurance costs for \$170,000/LMC-\$724.00 - State Farm \$854.00. Motion by P Miller to approve LMC as building Insurer. All council members approved

 - Consideration of purchase of fan – Fairboard will handle along with John Peck supervising. Tabled until next meeting

 - Consideration of internet and phone company change and system Lisco or Natel: tabled for more information

7. New Business

- Consideration of Fairboard/Extension MOU:
 - Add "Staff Member to attend November – July. Extension appoints a council member as liaison to attend November - July" under 1.2
 - 2.1 "Superintendents by May 1st"...
 - #27a: Fairboard and CYC Schedule weigh-ins #27b Barn Superintendents will appoint personnel to assist at weigh-ins.....
 - #30 is ok; no changes
 - #33: Any changes in barn Superintendents in by December 1. There will be three meetings of the Barn Superintendents and an Extension representative; one in December, one 2-3 weeks before Fair and one 2-3 weeks after Fair.
 - #35: FairBook to be finalized by April 1 and printed by May 1.
 - Motion by J Peck to adopt MOU as changed. All council members approved.

- Consideration of CD renewal: Motion by Dunbar for treasurer to investigate rates and then to move CD to another bank if rates are better. All present council members approved.

- Consideration of additional programming:
 - Trudell presented possible grant funding for 2019 programming in the Hort program and reviewed her programming plans for 2019.
 - Henderson presented the upcoming Extension programs for 2019. Motion by Leazer to continue the present registration system of \$10/10 attendees.

- Consideration of new volunteers: Motion by P Miller to approve Michelle Manning and Tamara Haile. All approved.

- Consideration of painter (paint will be purchased through Fairboard): Dunbar volunteered to paint! Thanks Jeff!!

- Consideration of Hood for stove: Motion by E Miller to spend up to \$500 to purchase and install vent hood.

- Consideration of December meeting dinner: Motion by Kistler to have December dinner at Four Corners on Wednesday, December 6th, inviting newly elected Extension Council, Staff, retiring Council members and Executive committees of Fairboard and Youth Committee. All council members approved.

- Consideration of permanent placement of storage pod: Peck will work with FB to place the pod near the gardens.

- Consideration of removing the Pop Machine: tabled until later meeting

- Consideration of cleaning office a day the week of November 19: Motion to close office on November 26 by Dunbar. All council meetings approved.

8. Open Forum for Public Comments

9. Next meeting date is Tuesday, January 8, 2019 At 6:30 PM with the following agenda items

10. Adjourn Motion by John Peck at 8:50 PM

