

Johnson Council Extension Council Minutes
Regular Meeting Date: May 19th, 2020

Called to Order by Scott Ritter at 6:00 P.M.

SPECIAL NOTE: Due to recent recommendations from State Government (see declaration below), CDC and Iowa Public Health due to COVID-19 and social distancing recommendations, the Johnson County Extension Council met by teleconference at 6 P.M. April 21, 2020. The conference call number and access code were posted in the agenda.

Governor Reynolds Declaration

On Friday, March 20, 2020, Governor Reynolds issued an additional State Public Health Emergency Declaration that included the following directive:

ELECTRONIC MEETINGS AND HEARINGS

SECTION NINE. Pursuant to Iowa Code § 29C.6(6), and at the request of the Iowa League of Cities on behalf of numerous local governmental bodies, I temporarily suspend the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, to the extent that the statutes could be interpreted to prevent a governmental body from holding the meeting by electronic means, provided that the governmental body properly notices the meeting or hearing and includes a telephone conference number or website address that permits the public to participate in the meeting or hearing. I also temporarily suspend those statutes to the extent they could be interpreted to prevent a governmental body from limiting the number of people present at an in-person location of the meeting, provided that the governmental body provides a means for the public to participate by telephone or electronically as provided in this section.

Roll Call Scott Ritter, Lori Donahoe, Luann Pisarik, Greg Kuntz, Scott Stutsman, Marianne Klouda, John Schneider
Absent: Karissa Norine, Brent Bonner
Others: Gene Mohling, Brittnee Schneider, Kate Yoder, Sara Mohr, Shannon Bielicke

Public Comment Period: there were no comments

Kate Yoder and Sara Mohr shared information on chartering of 4-H clubs, this is required and the deadline is August 1. The chartering process sets forth general expectations of clubs for consistency and approves them to use the 4-H name and emblem; 26 clubs in Johnson County.

Discussion of county fair options: Kate provided a summary report of county fair options and full list of activities. 24 animal events and 22 non-animal events. 6 options for a county fair ranging from normal fair to no fair; we will monitor updates from the university, CDC, public health and the governor and make a decision in early June.

Minutes: Lori Donahoe moved to approve the April 21 and May 12 minutes. 2nd by Marianne Klouda. Carried unanimously.

Auditing Report/Vouchers: The auditing report and vouchers were reviewed by John Schneider and Scott Stutsman

Lori Donahoe moved to approve the **Extension Operating vouchers 27779-27805**. 2nd by Greg Kuntz Carried unanimously. 27779 is void and in the fiscal file.

Lori Donahoe moved to approve the **BBBS Extension Operating vouchers, numbered 7692-7697**. 2nd by Greg Kuntz Carried unanimously.

There were no Agency Account vouchers.

Lori Donahoe moved to accept the following: April 30, 2020

Operating Checking - Hills Bank & Trust Co.	\$4,674.89
CD – Hills Bank & Trust Co.	\$202,000.43
BBBS Checking - Hills Bank & Trust	\$54,176.43
Money Market Account - Hills Bank & Trust Co.	\$431,276.09
BBBS Money Market Acct - Hills Bank & Trust	\$40,387.16
Cash Box	\$100.00

2nd by Greg Kuntz Carried unanimously

Volunteer Update: Marianne Klouda moved to approve the volunteers including Paige Senatra, Angie Conard. 2nd by Luann Pisarik. Carried unanimously.

John Schneider moved to approve the nomination committee of Englert, Stutsman, Yeggy, and Beasley. 2nd by Marianne Klouda Carried unanimously

University benefits materials were shared including policy costs and coverage summary. The staff would like to wait until the November open enrollment period to convert all coverage to ISU starting January 1, 2021. Table until September.

Gene shared that the mortgage as of today is \$381,341. A carryover calculation spread sheet was provided showing estimated carryover will be approximately \$270,505. To stay within healthy fiscal allowances a tax subfund should maintain a 3-4 month reserve which would be upwards of \$200,000.

The fee program areas also have an additional \$20,000 that could be used to pay done the mortgage. Lori Donahoe moved to pay an additional \$75,000 (\$70,000 in tax funds and \$5000 from PPAT/CPAT from fee program) and \$4000 for the SERF. 2nd by Marianne Klouda Carried unanimously

Lori Donahoe moved to approve the job descriptions as presented to reflect structured for success. 2nd by Greg Kuntz Carried unanimously

The summer transition report was provided to the Council. The report lays out duties for staff as we move into Structured for Success this July 1.

Staffing Discussion-Gene shared a plan for summer staffing amid the COVID19 closure and slow re-open. Rather than hire summer staff, we have staff whose programs have been cancelled and we will utilize them to backfill for the summer employment needs. The decision on advertising of the positions will be delayed and COVID19 issue monitored week by week. John Schneider moved to approve the plan. 2nd by Luann Pisarik Carried unanimously We will use Melissa Mandernach, Joy Nye, Jeff Englert, Marcelena to back fill for support.

Fair Board mailboxes John Schneider moved to approve the placement of the Fair Board mailboxes on the southwest corner of the Extension grows just west of the transformer near the parking lot/road. 2nd by Marianne Klouda Carried unanimously

IAEA MOU John Schneider moved to approve the IAEA MOU to house association funds collected to support the 2023 national conference in Des Moines. 2nd by Marianne Klouda Carried unanimously All funds collected for the account in support the conference are the property of the IAEA and leftover funds will be returned to IAEA by June 30, 2024.

The contract requests to house the DFO and REED were provided. Lori Donahoe moved to approve the contracts. 2nd by Luann Pisarik Carried unanimously

IECA <http://www.iacec.info/News/> Update Interviews for the Executive director will be held May 28-29 Lori Donahoe moved to approve the IECA membership for FY21. 2nd by Greg Kuntz Carried unanimously

Marianne Klouda moved to approve the COVID19 re-open plan. 2nd by Luann Pisarik Carried unanimously

John Schneider moved to adjourn at 8:10 p.m. 2nd by Greg Kuntz. Carried unanimously.