Lee County Extension Council Meeting
June 27, 2018 beginning at 6:00 p.m.
414 N. Main Street
Donnellson, Iowa 52625

Call the meeting to order- The meeting was called to order at 6:02 p.m. by Rick Tecbs.

Approval of Agenda- Motion by Tina Loges, seconded by Tom Mohrfeld to approve the agenda as presented. Motion carried 7 to 0.

Roll Call- Present: Dave Lowenberg, Tricia Knipper, Vicki Kokjohn, Rick Tecbs, Brad Vandenberg, Tina Loges and Tom Mohrfeld. Absent: Steve Newberry and Chris Lindner. Also attending were Janet Smith, Lee Ann Shaffer Smith, Whitney Weisinger and Breana Houtz.

Minutes- After review of the minutes, Brad Vandenberg made a motion, seconded by Vicki Kokjohn that the minutes of the 5/16/18 meeting be approved. Motion carried 7 to 0.

Approval of Vouchers: After review of the vouchers, Brad Vandenberg made a motion, seconded by Dave Lowenberg to approve payment of items beginning May 2, 2018 including voucher number 14847 and ending May 30, 2018 through voucher number 14896, direct deposits DD00871-DD00888, 2 EFT’s (IPERS/S Treasury) totaling $58,014.20. Motion carried 7-0.

Treasurer’s Report: Rick Tecbs reported on May 31, 2018 NOW Account balance of $47,853.97 and a Money Market Account balance of $239,104.48. Vicki Kokjohn made a motion, seconded by Tina Loges that the Treasurer’s report be accepted. Motion carried 7-0.

Staff Reports: Staff reports were presented by Lee Ann Shaffer Smith, Whitney Weisinger and Breana Houtz. See Dropbox for full reports.

Building Remodel Update and Bid on Awnings/Signage- Lee Ann Shaffer Smith presented the bid for awnings and signage to the council. Brad Vandeneberg made a motion, seconded by Vicki Kokjohn to approve the purchase of awnings at the cost of $4,694 and signage of $1,040. The awnings will not be ordered until after the signage has been put in place. Motion carried 7-0.

Dave Lowenberg updated the council on the building remodel and EFIS installation. Work is currently on schedule.

100-Year Celebration Update- The 100 Year Celebration Committee met prior to the council meeting to discuss the plans for the July 11th event being held inside the Pavilion during the Lee County Fair. Items under discussion were attendees, speakers, program, menu and invitations. Lee Ann Shaffer Smith will update the council with final details as the event gets closer.

Fair Partnership Agreement- Members of the Lee County Extension Council, Lee County Fair Board and Central Lee FFA program have been working on the Fair Partnership Agreement for Lee County. These members will meet in March and August/September to discuss planning for the fair and to review the previous fair. This agreement will help outline who is responsible for what and what duties belong to each organization.
Community Development- ISU contract for leadership 2018-19- Brad Vandenberg made a motion, seconded by Vicki Kokjohn to approve the $2,000 payment for the 2018-19 agreement. Motion carried 7-0.

4-H Member Support Fees- Janet Smith and Breana Houtz discussed the cost of 4-H member support fees and fundraising for the fees. Dave Lowenberg made a motion, seconded by Vicki Kokjohn to continue to authorize the payment of $10.00/member to help with the cost of the 4-H member support fees. Motion carried 7-0.

Authorize Postage Meter Upload - $2,000- Vicki Kokjohn made a motion, seconded by Tina Loges to approve the $2,000 postage upload for the new postage meter. Motion carried 7-0.

Approval of Volunteers: No new volunteers to approve.

Next Council Meeting: The next council meeting will be July 18, 2018 at 6:00 p.m. It will be held at the Lee County Extension Office.

Adjournment- Vicki Kokjohn made a motion, seconded by Brad Vandenberg that the meeting be adjourned. Motion carried 7-0.

Tricia Knipper
Lee County Extension Council Secretary