

# IOWA STATE UNIVERSITY

## Extension and Outreach

### **Lee County Extension Council Meeting**

September 9, 2020 beginning at 6:00 p.m.

Lee County Extension Office

Donnellson, IA 52625

**Call the budget meeting to order-** The meeting was called to order at 6:04 p.m. on September 9 by Brad Vandenberg.

**Council Members present:** Brad Vandenberg, Roger Fullenkamp, Dave Lowenberg, Vicki Kokjohn, Paula Ellis, Russ Schwartz and Tina Loges (joined the meeting via Zoom at 6:15pm). **Absent:** Chris Lindner and Tricia Knipper. **Staff:** Whitney Weisinger and Janet Smith.

**Approval of Agenda-** Motion by Vicki Kokjohn, seconded by Paula Ellis to approve the agenda as presented. Motion carried 6-0.

**Public Forum:** The Lee County Extension Council allows time for public forum, where the public may present information or concerns to the council. Each participant will be limited to 5 minutes. 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. No public present at this meeting.

**Approval of Minutes:** After review of the minutes, Roger Fullenkamp made a motion, seconded by Russ Schwartz that the minutes of the August 12, 2020 meeting be approved. Motion carried 6-0.

**Approval of Vouchers:** After review of the vouchers, Vicki Kokjohn made a motion, seconded by Roger Fullenkamp to approve payment of items beginning August 1, 2020 including voucher number 15827 and ending August 31, 2020 through voucher number 15850, direct deposits DD01126-DD01133, 2 EFT's (IPERS/S Treasury) totaling \$19,000. Motion carried 6-0.

**Treasurer's Report:** Treasures report on August 31, 2020 NOW Account balance of \$16,291.84 and a Money Market Account balance of \$228,361.76. Russ Schwartz made a motion, seconded by Paula Ellis that the Treasurer's report be accepted. Motion carried 6-0.

### **Staff and Program Updates:**

**Staff Reports:** Whitney Weisinger reported on the approaching programs/events/activities. See Cybox for full reports.

**Staff/Program Updates:** Insurance and Risk Management Zoom Session on September 23 from 1:00 pm to 2:30 pm.

**COVID-19 Recovery Issue Prioritization-** Council was asked to priority the needs of our community during COVID-19. Below is what they came up with.

1. Reviving the Iowa Economy
2. Engaging Iowans in improving food supply, safety, and access
3. Expanding Educational opportunities for youth

4. Supporting lowans in improving financial security
5. Engaging lowans in addressing mental health
6. Supporting efforts to increase access to quality childcare

#### **New Business:**

**Dispersal of furniture, equipment:** Whitney informed the council that a few desks, TV's and lights still needed to be sold. She will continue to work on this.

**State Audit-** The State Auditor went well and the exit conference was this week. There will be a few minor changes that are implement for the future.

**Laminator-** The laminator no longer works. Russ Schwartz made a motion to purchase a new laminator between \$1,500 to 2,000. Roger Fullenkamp seconded the motion. Motion carried 7-0.

**Alisha Davidson, OA Resignation-** Alisha Davidson turned in her resignation. Her last day will be September 21, 2020.

**Posting OA position-** Vicki Kokjohn made a motion to move forward with posting the Office Assistant position for 36 hours a week at \$15.00 to \$16.00 an hour depending on experience and qualifications of the applicants. Russ Schwartz second the motion. Motion passed 7-0.

#### **Old Business:**

**Health and Family Program Coordinator Position:** The council has agreed that it is not a good time to hire someone due to COVID-19 and not being able to have face-to-face programming so the Health and Family Program Coordinator Position is on hold until further notice.

**Volunteer Approvals:** We do not have any at new volunteer approvals at this time.

**2020 Council Election Ballot:** Dave Lowenberg, Brad Vandenberg, Mary Hellige and Addison Loges will be on the election ballot.

**Next council meeting** will be held on October 14, 2020 at 6:00 pm. It will be held at the Lee County Extension Office.

**Adjournment:** Vicki Kokjohn made a motion, seconded by Dave Lowenberg, that the meeting be adjourned. Motion carried 7-0.

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Acting Secretary