

**PUBLIC ANNOUNCEMENT OF THE  
Linn County Agricultural Extension District Council:  
Public Hearing /Regular Meeting**

**Date/Time:** February 16<sup>th</sup>, 2023 6:00pm

**Location:** In-person at:  
383 Collins Road NE, Cedar Rapids, IA 52402  
Large Conference room (2<sup>nd</sup> floor)

Or virtually by Zoom:

<https://iastate.zoom.us/j/92103135724?pwd=Yit3WVVzL1dla1krbVV4bFViZTNjUT09>

Or, go to <https://iastate.zoom.us/join> and enter meeting ID: 921 0313 5724 and password: 346854

Join from dial-in phone line:

Dial: +1 309 205 3325 or +1 312 626 6799

Meeting ID: 921 0313 5724

Participant ID: Shown after joining the meeting

International numbers available: <https://iastate.zoom.us/u/accvj9Pzr>

**PUBLIC HEARING AGENDA**

**Chair: "This is the time and place set for a public hearing on the Iowa State University Extension and Outreach in Linn County, FY 24 Extension Education Operating budget, plus Tort Liability and Unemployment budget."**

**Chair: "The notice of the public hearing did appear in the newspaper on Thursday February 2nd, 2023 as required by law."**

**Chair: "Are there any objections or comments concerning the budget?" (ask 2 times)**

**1. If comments have been received by the extension office, staff and/or council members ahead of this hearing, it is appropriate to share these now. Likewise, if no comments have been received, note that in the minutes.**

**2. If comments are received, they need to be accurately recorded in the minutes with the person's name and address.**

**3. If no one asks to speak, the chair instructs the secretary to note that fact in the minutes.**

**Chair requests a motion to close the public hearing. "I move to close this public hearing." Motion seconded, and the vote completely recorded**

**Roll call vote (y or n)**

\_\_\_ Dana Nichols \_\_\_ Michael Olinger \_\_\_ Megan Fagle \_\_\_ Selinya Carew

\_\_\_ Dan Able \_\_\_ Jennifer Dunn \_\_\_ Kylie Mysak \_\_\_ Emmaly Renshaw \_\_\_ Ryan Seick

**REGULAR MEETING AGENDA**

**I. Call to Order – council chair**

**II. Roll Call – secretary**

\_\_\_ Dana Nichols \_\_\_ Michael Olinger \_\_\_ Megan Fagle \_\_\_ Selinya Carew

\_\_\_ Dan Able \_\_\_ Jennifer Dunn \_\_\_ Kylie Mysak \_\_\_ Emmaly Renshaw \_\_\_ Ryan Seick

# IOWA STATE UNIVERSITY

## Extension and Outreach

**III. Public Comments:** *The Linn 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 3 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.*

**I. Anyone making public comment, please sign in and state your full name and address prior to comments**

**IV. Approval of Consent Agenda – (5 mins)**

**a. Prior meeting minutes for January 19th, and January 30th, 2023**

**b. volunteer approvals**

**i. 4-H/Youth Outreach**

**ii. Master Gardeners**

**c. Committee Reports**

**i. Personnel Committee**

**ii. Program Committee (No meeting in February)**

**d. Program/reports**

**i. 4-H**

**ii. Master Gardener**

**iii. PABS/Fresh Conversation (no report this month)**

**iv. BELH**

**V. FY24 Budget Approval**

### PROPERTY TAX

Motion by \_\_\_\_\_ that the FY 2024 Extension Education Operating Budget be approved for \$1,075,248 in expenditures with a total tax request of \$647,896 with \$628,871 from property tax and \$19,025 from utility excise tax. Motion seconded by \_\_\_\_\_.

*Roll call vote (y or n)*

\_\_\_\_ Dana Nichols \_\_\_\_ Michael Olinger \_\_\_\_ Megan Fagle \_\_\_\_ Selinya Carew  
\_\_\_\_ Dan Able \_\_\_\_ Jennifer Dunn \_\_\_\_ Kylie Mysak \_\_\_\_ Emmaly Renshaw \_\_\_\_ Ryan Seick

### TORT

Motion By \_\_\_\_\_ that the FY2024 Tort liability be approved for \$12,726 in expenditures with a total Tort request of \$18,000, with \$17,483 coming from property tax and \$517 from utility excise tax. Motion seconded by \_\_\_\_\_.

*Roll call vote (y or n)*

\_\_\_\_ Dana Nichols \_\_\_\_ Michael Olinger \_\_\_\_ Megan Fagle \_\_\_\_ Selinya Carew  
\_\_\_\_ Dan Able \_\_\_\_ Jennifer Dunn \_\_\_\_ Kylie Mysak \_\_\_\_ Emmaly Renshaw \_\_\_\_ Ryan Seick

### UNEMPLOYMENT

Motion By \_\_\_\_\_ that the FY2024 Unemployment be approved for \$0.00 in expenditures with a total Unemployment request of \$00.00, with \$00.00 coming from property tax and \$00.00 from utility excise tax. Motion seconded by \_\_\_\_\_.

*Roll call vote (y or n)*

\_\_\_\_ Dana Nichols \_\_\_\_ Michael Olinger \_\_\_\_ Megan Fagle \_\_\_\_ Selinya Carew  
\_\_\_\_ Dan Able \_\_\_\_ Jennifer Dunn \_\_\_\_ Kylie Mysak \_\_\_\_ Emmaly Renshaw \_\_\_\_ Ryan Seick

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## Extension and Outreach

### **V. Treasurer Report – Treasurer (10 Mins)**

- a. Fiscal Committee report**
- b. Financial Details-**
  - i. Balance Sheet**
  - ii. Revenue & Expenses**
  - iii. Monthly Bank Reconciliation**
  - iv. Outstanding checks**
  - v. Bank Statements**
  - vi. Carryover report – December and January included**

### **VI. Extension Council Training or Policy Review (10 mins)**

### **VII. New Business –**

- a. Seeking approval to hire Erika Serbousek** for the 4-H County Outreach Coordinator position at \$19.50/hr, with a possible 1.5% raise (\$19.79/hr) based on performance at 3 months eval with personnel committee approval, as presented in the Letter of Intent and Statement of Salary and Benefits.
- b. Seeking acknowledgement of Master Gardener program** receiving the Growing Together grant through ISU extension in the amount of \$2200, and acknowledgment of Council Chair signing the contractual agreement for this grant.
- c. Seeking acknowledgement that the Master Gardener program** has applied for the Franciscan Sisters of Perpetual Adoration grant, requesting \$4959.71 for 2 community gardens.

### **VIII. Old Business**

- a. Please plan to stop by the Winter Gardening Fair** this Saturday, the 18<sup>th</sup> 8:00am-3:45pm at the KCC Linn Regional Center to check out the great work that our Linn County Master Gardeners have done for this SOLD OUT event! There is a plant sale, seed swap and vendors and societies will be set up.

### **IX. County Director Report (5 mins)**

### **X. Regional Director Report (5 mins)**

### **XI. Information/ Announcements for the greater good**

### **XII. Motion to Adjourn**

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