

**LINN COUNTY AGRICULTURAL
EXTENSION COUNCIL MEETING MINUTES OF JANUARY 11, 2021**

This meeting was held via zoom due to the COVID-19 pandemic and Public Health guidelines to maintain distance of 6 feet or more

Call to Order- Chair, Dennis Jordan called the meeting to order at 5:01 PM

Roll Call- Secretary, Leland Freie- Present, Dan Abel, Mike Anderson, Megan Fagle, Leland Freie, Dennis Jordan, David McDonald, Dana Nichols, Mike Olinger, Absent, Dan Pickar

Public Comments-None

Review Council Packet- RaeAnn Gordon

Consent Agenda-

- Meeting Minutes
- Staff Reports
- Assignments

Motion to Approve- Dana Nichols, second Mike Olinger, motion carried

Communications Director Report- Michelle Sillman, Presented Linn County digital analysis report. Reviewed media coverage, Iowa Farm Family Alliance article in local print media Website traffic- Linn County 4-H and Master Gardeners were popular, Social Media-Pick a Better Snack, Master Gardner's Facebook post regarding closing early and 4-H Facebook post with 4-H kits were all popular as well. Will send out stakeholder's report for feedback before releasing.

Regional Director Report, Rae Ann Gordon

Reviewed- Linn County Agricultural Extension District Operations (Insurance Claims, and Liability info FY21)

Notice- That Bond of Linn County Agricultural Extension District Treasurer will be filed with the approved FY22 budget documents.

Linn County Director Report- RaeAnn Gordon

Two Way scorecard- Survey closes Jan.18th at 5 pm, terms that expired 12/31/20 (complete last quarter of the year) terms that begin 1/1/21 (will receive an alert to complete this quarter's survey)

Mask Mandate- extended to 3/21/2021 by John Lawrence VP of ISU Extension and Outreach
Regional Programs- COVID Recovery,

Women in AG focus Group- March 9th, 2021, Invites sent Jan. 4th,2021

Families first COVID Response Act- Federal Government is not extending this program at this time

Bookkeeping Duties- Busy with upcoming audit, end of year reports etc.

Handout- Council Insurance claim and liability handout

Reviewed- County Agricultural Extension District Operations (Insurance Claim and Liability form) FY21

Updates- Building lease expiration: second level, suites and conference rooms, June 2023
main level storage, month to month

Seeking Approval-

- **Seeking acceptance** of resignation of Trey Beckman, nutrition educator, motion to approve, Megan Fagle, second, Mike Olinger, motion carried
- **Seeking approval-** to hire Michaela Powell temporarily to fill the role of nutrition education until position can be filled, motion to approve, Dana Nichols, second, David McDonald, motion carried

Seeking approval to extend County Director Interim role of Regional Director (RaeAnn Gordon) to March 15th, 2021, motion to approve, Mike Olinger, second, David McDonald. Motion carried, RaeAnn will serve Benton, Cedar and Linn County. Brian Whaley, Director of Field Operations will serve Jones County in this capacity.

Treasure Report-Mike Anderson

Financial detail

- Balance sheet
- Revenue and Expenses
- Monthly Bank Reconciliation
- Outstanding checks #25339 thru #25373 for a total of \$68,376.65

Motion to approve, Mike Anderson, second David McDonald, motion carried

Committee reports- Will begin next month

- Cultivating Partnerships CP
- Expanding our Reach EOR
- Demonstrating Impact DI
- Empowering Staff and Volunteers ESV
 - Staff evaluations (Director and staff)
- Fiscal committee FC

Corrections were made and noted from previous minutes to include the Fiscal Committee and delete 'Includes Personnel' from the Expanding our Reach committee

Fiscal

Approve FY22 working budget

Mike Anderson moved that the FY22 Extension Education Operating Budget estimate be approved for \$1,168,960 in expenditures with a total tax request of \$604,528.00, with \$584,353.00 from property tax and \$20,175.00 from utility excise tax, and that the council secretary or designee be directed to officially publish the FY22 Budget Public Hearing for February 8, 2021 at 5:15pm at Linn County, via zoom, second, David McDonald, motion carried

Tort Liability Fund


Mike Anderson moved that the FY22 Extension Tort Liability Fund Budget estimate be approved for \$10,000 in expenditures with \$9,700 in property tax and \$300.00 from utility and excise tax and that council secretary or designee be directed to officially publish the FY22 Budget Public Hearing for February 8th at 5:15PM Linn County Extension via zoom.

Motion seconded by Leland Freie, during discussion Dana Nichols pointed out the **\$10,000.00 in expenditures was in error** and should be **corrected to \$7100.00**. The motion was amended and passed.

Information/announcements- Advancing Women in Agriculture meeting March 9th 2021 at the Community Center in Center Point

Motion to Adjourn- Leland Freie, second Mike Anderson, motion carried

Respectfully submitted,

 Secretary

Leland Freie

VOLUNTEER CERTIFICATION

This signature certifies that those whose names appear on the list below serve as a **Linn County 4-H volunteers** for the Iowa State University and Linn County Extension Service.

Name and office

Date

For **January 4, 2021** Extension Council meeting

New Volunteers for the 4-H program – cleared to work with children – no restrictions:

Booth, Marlene

New Volunteers for the 4-H program – cleared to work with children – with driving restrictions:

N/A

Existing 4-H Volunteers approved for on-going volunteer work- with no restrictions:

See Attached List

Existing 4-H Volunteers approved for on-going volunteer work -with driving restriction:

N/A

The following volunteers were background screened through FIRST Youth Protection Clearance, by Junior FIRST LEGO League. We did get approval from the 4-H Department to proceed.

Active 4-H Volunteers 2021

First	Last
Greg	Anderson
Brook	Bach
Aaron	Balderston
Dawn	Balderston
Jeff	Barrick
Scott	Beauregard
Tracy	Beauregard
Bret	Blackford
Dana	Blackford
Cindy	Boland
Marlene	Booth
Derek	Boren
Kim	Bowen
Sharon	Bowers
Craig	Breja
Matt	Brown
Christopher	Caldwell
Kathy	Clemens
Alicia	Davis
Justin	Dix
Amanda	Dougherty
Tyler	Dougherty
Cori	Drape
Hannah	Dunlap
Jennifer	Dunn
Mike	Eilers
Jason	Fagle
Megan	Fagle
Ashley	Ford
Rachel	Francois
Rani	Grant
Barry	Hatch
Austin	Himes
Denise	Himes
Stacey	Humphreys
Ted	Ingwersen
Terri	Ingwersen
James	Jordan
Marcia	Jordan

First	Last	Column1
Jan	Lacy	
AJ	Lewis	
Marcey	Liebe	
Ginny	Luchauer	
Vicki	Martin	
Casey	McMahon	
Jennifer	Miell	
Kylie	Mysak	
Tammy	Mysak	
Michelle	Nicholas	
Laura	Niec	
Brenda	Oehler	
Breck	Raim	
Doug	Rice	
Mike	Rice	
Caitlin	Robertson	
Carie	Robertson	
Mike	Rosauer	
Susan	Rosauer	
Allison	Ross	
Paula	Ross	
Holly	Ryan	
Dana	Schmidt	
Kristen	Snider	
Michelle	Stevens	
Brad	Stoner	
Nicole	Sutter	
Angela	Swartzendruber	
Jennifer	Unash	
Tammy	Vavricek	
CJ	Waybill	
Trudy	Waybill	
Sharon	Yoder Scott	
Gayle	Zingula	
Teena	Meltla	Lego
Jeremy	Box	Lego
Satheesh	Sankepally	Lego
Ajit	Vikram	Lego

Active 4-H Volunteers 2021

Spencer	Jordan
Paige	Junge
Jeremy	Ketelsen
Stefanie	Ketelsen

VOLUNTEER CERTIFICATION

This signature certifies that those whose names appear on the list below serve as **Linn County Master Gardener Volunteers** for the Iowa State University and Linn County Extension Service.

Name and office

Date

For **January 4, 2021** Extension Council meeting

MASTER GARDENER VOLUNTEER LIST

Master Gardener Trainees Approved without restrictions:

N/A

Existing M.G. Volunteers Approved for on-going volunteer work with no restrictions:

See Attached List

Existing M.G. Volunteers Approved for on-going volunteer work with driving restriction:

N/A

Last Name	First Name
Allison	Tina
Alzheimer	Selma
Anderson	Dyan
Anderson	Michael
Astley	Suzette
Azeltine	Laurie
Bartlett	Steve
Bass	Kathleen
Baumhauer	Jackie
Beaty	Patricia
Becicka	Kim
Becker	Nora
Bemer	Judy
Blank	Rose
Brehm	Janelle
Brighton	Nicole
Brokaw	Lynne
Brooks	Diane
Brown	Barbara
Buckman	Lisa
Buntz	Lois
Burns	Shauna
Carew	Kathy
Carew	Wilfred
Cargin	Patricia
Clark-Bridges	Robyn
Clemens	Julie
Cruz	Roger
DeLarm	Chelsea
Dendurent	Sharon
Denny	Gail
Dickens	Jenniffer
Dietz	Devon
Dillon	Jo
Dolezal	Judi
Draker	Pauline
Dudak	Charlie
Dusil	Randy
Dusil	Teresa
Dvorak	Beula
Edwards	Larry
Eggleston	Linda
Elliott	Carol

Faas	Dick
Fagan	Cindy
fassler	Joni
Fiegen	Sandra
Fixmer	Carson
Flander	Diana
Fletcher	Sue
Foley	Shelby
Foster	Holly
Francik	Cheri
Friebele	Janice
Funk	JoEllen
Garbe	Brenda
Garner	Lelia
Ghoske	Ann
Goettel	Karla
Goodsmith	Christine
Goodsmith	Mark
Hansen	Tracy
Hardt	Doris
Harn	Louise
Harris Helfter	April
Hart	Shara
Havlik	Brenda
Hayward	Linda
Hennessey	Darrell
Herrick	Beth
Hinzman	Linda
Hinzman Howard	Lisa
Hofmeister	Linda
Holterhaus	Sandra
Holub	Cathy
Hughes	Kathy
Jackson	Alicia
Johnson	Gloria
Kadlec	Pat
Keegan	Vicki
Kelty	Karie
King-Bergstrom	DiAne
Kint	Coleen
Klemp	Denise
Knott	Jan
Krumbholz	Mary Sam
Larson	Audree

Active Master Gardeners

Lehman	Cynthia
Littler	Christina
Long	Dixie
Lopata	Diana
Lorenz	Connie
Lunn	Wanda
Lynch	Becki
MacDougall	Maeghan
MacLaren	Jackie
MacNider	Paula
Mahlke	David
McCabe	Donna
McGrail	Karla
McKinnon	Susan
McWherter	Jay
McWhinney	Kay
Mikkola	Mary
Milden	Rosalie
Miller	Linda
Miller	Tiffany
Milroy	Regina
Minehart	Jean
Moody	Renae
Muchmore	Iris
Mullen	Amber
Murphy	Sue
Nassif	Eugene
Neal	Barb
Neff	Sarah
Nilsson	Carrie
Oelschlaeger	Suzanne
Ohrt	Wanda
Pearson	Peggy
Pfister	Philip
Pohl	Karelyn
Potratz	Fran
Powell	Michaela
Quebe	Julie
Ray	Rebecca
Reed	Jennifer
Reilly	Sharon
Rhodes	Kathy
Riedesel	Rebecca
Robertson	Heather

Active Master Gardeners

12/21/2020

Ronan	Zora
Roof	Beth
Schildroth	Jane
Schoff	Juli
Schultze	Kayleen
Shepard	Linda
Smith	Claire
Smith	Douglas
Stark	Julie
Stevens	Diane
Stewart	Karen
Street	Sylvia J
Suchy	Donna
Tanury	Maureen
Teply	Judy A
Thornton	Shirley
Thursby	Deanna
Tiedt	Ann
Tormey	Marilyn
Usher	Sue
Van Cura	Rosanne
Van Tol	Ruth
Vieth	Sarah
Wake	Teresa
Walker	Marcy
Walser	Deb
Waterman	Jennifer
Weeks	Beth
West	Joan
Wheeler	Rebecca
Whitmore	Beverly J
Whitters	Sandra
Wiesenfeld	Diane
Wild	Pam
Wilson	Jean
Wilson	Paula
Wilson	Carolyn
Wing	Barbara
Woeste	Karen

