

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

**Date/Time:** November 8, 2021; 5:00 PM  
**Location:** 383 Collins Road NE, Cedar Rapids, IA 52402  
Large Conference room (2<sup>nd</sup> floor)

AGENDA

**I. Call to Order – council chair**

**II. Roll Call – secretary**

\_\_\_Dennis Jordan (chair) \_\_\_Dana Nichols (vice chair) \_\_\_Mike Anderson (treasurer)  
\_\_\_Leland Freie (secretary) \_\_\_ Mike Olinger \_\_\_Dan Abel \_\_\_Megan Fagle  
\_\_\_ David McDonald \_\_\_ Selinya Carew

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

**IV. Review Council Packet – County Director**

**V. Approval of Consent Agenda (5 minutes)**

a. Prior meeting minutes, staff reports, volunteer approvals, Program and staff reports

**VI. Guest Presentations –**

a. Denise Schwab seeking support for the 2023 NACAA annual meeting in Iowa. (15 minutes)  
b. **Communications Director Report (10 Minutes)**

**VII. Committee Reports**

a. Personnel Committee report- Mike Olinger or designee (10 Minutes)  
b. Fiscal Committee report – Mike Anderson (10 Minutes)  
c. Strategic Plan Implementation report – Council Chair (10 Minutes)

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## Extension and Outreach

### **VIII. New Business**

- a. Seeking approval of proposed 4-H program assistant position budget.
- b. Seeking approval of updated job description and LOI for current PABS positions
- c. seeking approval of contract and for County Director to sign electronically as council designee, with Kirkwood for the Master Gardener Winter Gardening Fair
- d. Scheduling of the Re-organization meeting for January, one to two meetings
- e. Update and approval of December council meeting format including Civil Rights Training, Potluck

### **IX. Old Business**

- a. Update - Master Gardner's have decided not to have alcohol present at their event in December.

### **X. Treasurer Report – Treasurer or designee**

- a. Financial Detail –
  - i. Balance Sheet
  - ii. Revenue & Expenses
  - iii. Monthly Bank Reconciliation
  - iv. Outstanding checks

### **XI. County Director Report (10 Minutes)**

### **XII. Regional Director Report (10 Minutes)**

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

### **XIV. Motion to Adjourn**

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