

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

Date/Time: August 18th, 2022 5:00pm
Location: In-person at:
ISU Extension and Outreach – Linn County
383 Collins Road NE, Ste 201
Cedar Rapids, IA

REGULAR MEETING AGENDA

I. Call to Order – council chair

II. Roll Call – secretary

___ Dana Nichols (chair) ___ Megan Fagle (vice chair) ___ Mike Anderson (treasurer)
___ Selinya Carew (secretary) ___ Mike Olinger ___ Dan Abel ___ Leland Freie
___ David McDonald ___ Dennis Jordan

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. 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 June 16th, 2022
- b. Volunteer approvals
 - i. 4-H/Youth Outreach
 - ii. Master Gardeners
- c. Program/reports
 - i. 4-H
 - ii. Master Gardner
 - iii. PEC
 - iv. PABS/Fresh Conversation
 - v. Buy. Eat. Live Healthy!

V. Guest Presentation - (10 mins each)

VI. Treasurer Report – Treasurer (10 Mins)

- a. FY22 Year-End Fiscal Reports and Published Report - review and accept (Motion)
- b. Financial Details June 2022 and July 2022- (Motion)
 - i. Balance Sheet
 - ii. Revenue & Expenses
 - iii. Monthly Bank Reconciliation
 - iv. Outstanding checks
 - v. Bank Statements
 - vi. Carryover Report

VI. Committee Reports –

Agenda posted 8/17/22 at _____ pm by _____

- a. Personnel Committee Report - Mike Olinger (10 mins)
- b. Fiscal/Facilities Committee Report – Jason Hayes (in M.A’s absence) (10 mins)
- c. Program/Strategic Planning Committee Report – Dennis Jordan (10 Mins)

VII. Extension Council Updates, Training or Policy Review (10 mins)

VIII. New Business

- I. Seeking acknowledgement of added responsibilities and hours for Giselle Coreas, Linn County Extension employee, approved by Personnel committee, to end September 30th, 2022**
- II. Seeking approval of Jacqueline Montoya’s letter of resignation for the Family Learning Connections (PEC) Program Manager Position as presented**
- III. Seeking approval of Melissa Drzycimski’s letter of resignation for the Family Learning Connections (PEC) Program Coordinator position as presented.**
- IV. Seeking approval of Olivia Stoner’s letter of resignation for the Family Learning Connections (PEC) Lead Child Care position as presented.**
- V. Seeking approval of Jacob Ludeking and Kristy Thomann’s letter of resignations from the Summer Assistant positions, as presented.**
- VI. Seeking approval for raises for the following Family Learning Connection child care staff as presented:**
 - I. Lead Child Care Staff @ \$15.50/hour as of July 1, 2022**
 - I. Heather Johnson**
 - II. Terri Mirkes**
 - III. Peggy Wilson**
 - IV. Melissa Kirby**
 - V. Olivia Stoner**
 - VI. Julie Nelson**
 - II. Assistant Child Care Staff @ \$12.25/hour as of July 1, 2022**
 - I. Heather Johnson**
 - II. Terri Mirkes**
 - III. Peggy Wilson**
 - IV. Melissa Kirby**
 - V. Olivia Stoner**
 - VI. Julie Nelson**
 - VII. Mindy LeHay**
 - VIII. Hannah Mullan**
 - IX. Shawnee Blackhawk**
 - X. Amber Sharp**
- VII. Seeking approval to close the Linn County Extension office Friday September 23rd, 2022 for staff to attend the Fall Area Meeting in Edgewood.**
- VIII. Seeking approval for Hailee Sandberg, County director, to participate in the ISU Extension and Outreach Mentor Academy and Mentor Program**
- IX. Seeking acceptance of Certification of Nominees for the 2022 Linn Ag Extension Council**
- X. Seeking approval for County Director and/or Regional Director to work on and complete the necessary paperwork and approvals to officially end the FLC program contract and to oversee its transition to HACAP — with a proposed program end date of September 17th, 2022 — and to include ongoing follow-up/residual tasks affiliated with said move.**

XI. Approval of Annual raise for County Director as of July 1, 2022.

IX. Old Business

I. Seeking approval of updated Fiscal Policy as presented

X. County Director Report (5 mins)

XI. Regional Director Report (10 mins)

XII. Information/ Announcements for the greater good

I. August 30 and September 26 – 6pm webinar "What council members need to know about 4-H" by IECA for council members

II. Southeast Research and Demonstration Farm Open House September 8th – Council Invited

XIII. Motion to Adjourn

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