

IOWA STATE UNIVERSITY
Extension and Outreach

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

Date/Time: August 17th, 2023 6:00pm
Location: In-person at:
Kirkwood Linn Regional Center
1770 Boyson Road, Hiawatha
Conference Room 200

REGULAR MEETING AGENDA

I. Call to Order – council chair

II. Roll Call – secretary

____ Dana Nichols ____ Michael Olinger ____ Megan Fagle ____ Selinya Carew
____ Dan Abel ____ Jennifer Dunn ____ Kylie Mysak ____ Emmaly Renshaw ____ Ryan Sieck

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. Guest Presentation – Pick a Better Snack, Melissa Blair and Fresh Conversations, Dawn Foss (15 mins)

V. Approval of Consent Agenda – (5 mins)

- a. Prior meeting minutes for June 15th 2023
- b. Volunteer approvals
 - i. 4-H/Youth Outreach
 - ii. Master Gardeners
- c. Committee Reports (may Include)
 - i. Personnel Committee
 - ii. Program Committee
 - iii. Fiscal Committee report
- d. Program/reports (may include)
 - i. 4-H
 - ii. Master Gardener
 - iii. PABS/Fresh Conversation
 - iv. BELH
 - v. Human Sciences
 - vi. CED
 - vii. ANR

V. Treasurer Report – Treasurer (10 Mins)

- a. Financial Details-
 - i. Balance Sheet
 - ii. Revenue & Expenses

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- iii. **Monthly Bank Reconciliation**
- iv. **Outstanding checks**
- v. **Bank Statements**
- vi. **Carryover report**

VI. Extension Council Training or Policy Review (10 mins) - review and discuss “Conflict of Interest” webinar held by Iowa Extension Council Association.

VII. New Business –

- a. **Seeking approval to pay a \$9717.58 bill dated 7.11.23 to Hometown Market, Central City for the food supplies for the 4-H Youth Council food booth for Fair 2023 (program sub fund)**
- b. **Seeking approval to pay a \$3045.00 bill dated 6.29.23 to Tony Ries for single source hogs for the 4-H program. (program sub fund)**
- c. **Seeking approval to pay a \$4545.00 bill to KCC dated 4.15.23 but received 7.25.23 for the facility rental fees for the 2023 Master Gardener Winter Gardening Fair (program sub fund)**
- d. **Seeking approval of the Signed FoodCorps Service Site Agreement with FoodCorps, Inc. for the 2023-24 service year.**
- e. **Seeking review and acceptance of the Linn County Extension and Outreach FY 23 Published Report.**
- f. **Seeking approval of the correct pay rate increase (3%) of \$1.05 per hour, for a total rate of \$35.90 per hour for Lynda Marshal, to be paid starting retro actively to July 1st, 2023. (old rate was \$34.85, not \$34.00 as stated)**
- g. **Seeking acknowledgment of the renewal of a CD opened at Hills Bank on 7.31.23 for an 11 month term at 4.6% yield w/ an initial deposit of \$101,934.37, as presented in included documents**
- h. **Seeking acknowledgment of opening a new Money Market account established at Hill's Bank on 7.31.23, with a transfer of \$286,023.83 from our existing Hills Bank Money Market account in order to get an improved interest rate, as presented in included documents**
- i. **Seeking approval of Letter of Resignation of summer assistant staff, Jessica Ferentchak (end date 8.14.23) and Ashley Yedlik, (end date 8.4.23) as presented.**

VIII. Old Business

- a. **Seeking acknowledgement of a bill paid on 8.18.22 for \$4756.78 to Hometown Market for food supplies for the Youth Council Food booth for Fair 2022 (paid for out of program sub fund)**
- b. **Final Report of FY23 Rising Star Internship**
 - i. **Seeking approval to participate in FY24 Rising Star Internship program**
- c. **The Move Update - Final Update!**

- 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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