

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

Date/Time: April 14th, 2022 5:00pm
Location: In-person at:
Hiawatha Public Library
150 W. Willman St.
Hiawatha, IA 52233

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.*

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

IV. Introduction of new staff – Sarah Wilson - Office Manager and Jason Hayes – Bookkeeper

V. Approval of Consent Agenda – (5 mins)

- a. **Prior meeting minutes for March 17th, 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. Guest Presentation - (10 mins each)

- a. **Annual 4-H program update – Emily Damro**

VI. Treasurer Report – Treasurer (10 Mins)

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

VI. Committee Reports –

- a. **Personnel Committee Report - Mike Olinger (10 mins)**
- b. **Fiscal/Facilities Committee Report – Mike Anderson (10 mins)**

- c. **Program/Strategic Planning Committee Report – Dennis Jordan (10 Mins)**

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

- a. **Fiscal Policy Update – Final edits from ISUEO soon**
- b. **Other updates as necessary**
- c. **Programming Planning Pilot opportunity**

VIII. New Business –

- a. **Seeking approval for Country Director with Personnel Committee to explore part time external bookkeeping options including up to posting for an external bookkeeper position.**
- b. **Seeking acknowledgement by Extension Council of Linn County 4-Hers Kaylee Nicholas and Kira Ingwersen being selected for the State 4-H Council for next year.**
- c. **Seeking consideration and approval to fund the ACT Raising Safe Kids parenting series in partnership with the Family Learning Connections (PEC) and ISU Extension and Outreach**
- d. **Seeking approval to accept PEC Facilitator resignations for**
 - i. **Tajia Federick Williams**
 - ii. **Ericka Maynard**
 - iii. **Kim Moore**

IX.Old Business

- a. **Review of Celebration of Ag Event and Pre-Social in Cedar Rapids, March 23rd.**
- b. **Present Strategic Planning all-staff 3.21.22 meeting report, Update: Next Meeting April 25th, 2022**
- c. **Review and Acknowledge 2020 Audit findings and 2021 preliminary Audit feedback from Fiscal Committee**
- d. **Seeking approval of final Personnel Policy updates**

X. County Director Report (5 mins)

XI. Regional Director Report (10 mins)

XII.Information/ Announcements for the greater good

XIII.Motion to Adjourn

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