

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

Date/Time: December 15th, 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 November 17th, 2022**
- b. **Volunteer approvals**
 - i. **4-H/Youth Outreach**
 - ii. **Master Gardeners**
- c. **Program/reports**
 - i. **4-H**
 - ii. **Master Gardener**
 - iv. **PABS/Fresh Conversation**
 - v. **BELH**

V. Guest Presentation - (10 mins each) - NONE

VI. Treasurer Report – Treasurer (10 Mins)

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

VI. Committee Reports –

Agenda posted 12/14/22 by 5:00pm by SWilson _____

- 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)

- I. Recognition of Council Members with expiring terms
- II. Council committee and/or officer discussion/review.

VIII.New Business

- I. Seeking approval of Rising Star Contract
- II. Seeking approval of BELH financial contribution and agreement for FY 24
- III. Seeking approval to move forward with a Letter of Intent with Kirkwood Community College for office space at the KCC Linn County Regional Center on Boyson Rd.
- IV. Seeking Approval to post job openings for two 4-H Summer Assistant positions, as budgeted and presented.
- V. Seeking Approval to post a new position for a Nutrition Educator with the PABS grant funded program, as presented.
- VI. Seeking Approval of letter of resignation from Amy Schmidt D’Amico-County Outreach Coordinator
- VII. Seeking approval to post job opening for County Outreach Coordinator position, as presented
- VIII. Set date for January Council meeting and Organizational meeting

IX.Old Business

- I. Seeking acknowledgement of Megan Fagle’s appointment to the IECA board as the Region 11 rep, to fill the remainder of a vacant position.
- II. Seeking Approval of mid-year staff raises of 2.5%, beginning January 1st, 2023, as presented. Motion must include names and rate of all employees receiving the raise.

X. County Director Report (5 mins)

XI. Regional Director Report (10 mins)

- I. Two Way Scorecard Fall 2022

XII.Information/ Announcements for the greater good

XIII.Motion to Adjourn

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