

LINN COUNTY AGRICULTURAL EXTENSION COUNCIL
ORGANIZATIONAL AND REGULAR MEETING MINUTES
OF APRIL 13, 2020
@ LINN COUNTY EXTENSION OFFICE

Chairperson Patty Webster called the meeting to order at 5:01 PM

Council members present: Claire Smith, Dan Abel, Patty Webster, Dan Pickar, Dana Nichols, Dennis Jordan, Mike Anderson, David McDonald, Leland Freie

Guests: County Director RaeAnn Gordon and Region 10 Regional Director Jim Harken; JD Waybill & Johanna Rahbusch

COUNCIL PACKET RaeAnn reviewed packet.

APPROVAL OF MINUTES-Corrections were noted; clarifying a council member's motion to approve the budget report. Also, roll call votes were included on the budget report notes. Motion to approve, Dan Abel, 2nd Dennis Jordan, motion carried.

GUEST PRESENTATIONS- none

REGIONAL DIRECTOR'S REPORT- Jim Harken, no face to face meetings until May 31, 2020, encouraging virtual summer camps. July 1st is the target date to implement 'Structured for Success' transition plans

LINN COUNTY DIRECTOR'S REPORT- Rae Ann Gordon, education will be on-line for the foreseeable future, discussed recovery program planning for County staff, extension response to the virus outbreak, council members will review Master Gardener handbook, plant sale will be going virtual, there are several candidates for the PR position; holding the Linn County fair this year will continue to be an ongoing discussion.

TREASURE'S REPORT Mike Anderson, reviewed 1) Balance sheet 2) Revenues and Expenses 3) Monthly bank reconciliation and vouchers between #25046 thru #25085 for a total of 82,895.73. Motion to approve treasurers report and vouchers, Mike Anderson, 2nd Claire Smith, motion carried.

COMMITTEE REPORTS

Personnel report- Dan Pickar, RaeAnn discussed ramifications of adopting the Emergency Pandemic Preparedness Plan to address the COVID 19 virus which includes:

- A) Addition to Administration Organization to include an Emergency Response Team. Motion to approve Dan Pickar 2nd David McDonald, motion carried.
- B) Emergency Paid Time Off to qualifying employees. Motion to approve Dan Pickar 2nd Leland Freie, motion carried.
- C) Revisions to the Personnel Policy to reflect the Pandemic Preparedness Plan, motion to approve Dan Pickar 2nd Dan Abel, motion carried.

Strategy/Programs report- Denis Jordan, met with facilitator Eric Christensen, will look at Recovery Planning in the fall, emphasizing what we do well, including timelines, and measurements.

Facilities report- Dan Abel, none

VOLUNTARY CERTIFICATION LIST- Motion to approve, Mike Anderson, 2nd Dana Nichols, Motion carried
INFORMATION AND ANNOUNCEMENTS- none

MOTION TO ADJOURN- Dan Abel, 2nd Dennis J Jordan, motion carried.

Respectfully submitted
Leland Freie

Linn County Extension Council Secretary