

IOWA STATE UNIVERSITY

Extension and Outreach

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

Date/Time: Monday, September 14, 2020; 5:00 PM

Location: *To adhere to social distancing requirements, employees and the public may participate in this meeting as follows:*

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to start or join.

<https://iastate.zoom.us/j/93228647424?pwd=NHNheUlLcGRyT1kwUGhTV1RUY0hmQT09>

Or, go to

<https://iastate.zoom.us/join>

and enter meeting ID: 932 2864 7424

and password: 674708

Join from dial-in phone line:

Dial: +1 301 715 8592 or +1 312 626 6799

Meeting ID: 932 2864 7424

Participant ID: Shown after joining the meeting

AGENDA

- I. Call to Order - Chair**
- II. Roll Call - Secretary**
 - a. Meeting Etiquette reminder –**
 - i. When making a motion, or 2nd, please state your name before doing so
 - ii. Mute your microphone unless making a comment
 - iii. Allow time between comments or questions for individuals to participate
- 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.*
 - a. If joining electronically, before making your comment, please state**
 - i. your full name and city of residence**
- IV. Review Council Packet – County Director**
- V. Approval of meeting minutes:**
 - a. June – regular meeting; July and August – special meeting**

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- VI. Regional Director Report (Region 10) – Director of Operations Bryan Whaley - on behalf of Jim Harken**
- a. Update regarding Regional Director Coverage for Region 11
 - b. Fiscal Policy update
 - c. Personnel Policy update
- VII. Linn County Director Report – RaeAnn Gordon**
- a. Update – Announcement of Youth Programs Specialist serving Linn Benton Co
 - b. Update – Derecho recovery report
 - c. Update – Fiscal updates – Regional Director (in absence of BW)
 - d. Update – COVID-19 Recovery Operational Committee (CROC)
 - e. Approval – *seeking approval for Communications Director to receive an ISU Extension and Outreach credit card in her name for the purposes of organizational business.*
- VIII. Introduction of new staff person – RaeAnn Gordon**
Michelle Sillman, Communications and Public Relations Director was to originally be introduced on August 10, 2020 until the meeting was postponed due to the Derecho that went through Linn County. Michelle will introduce herself and give a high-level overview of her first 90-day plan and accomplishments.
- IX. Structured for Success – updates and information regarding the Structured for Success transitions will be provided as necessary or requested.**
- a. **Two-Way Scorecard** (<https://www.extension.iastate.edu/countyservices/two-way-scorecard-communication-tool>)
- X. Treasurer Report – Treasurer or designee**
- a. Financial Detail – **for months of June, July, August 2020** – *note: Linn Co Ag Extension typically does not have a July business meeting and the August meeting was cancelled due to the Derecho resulting in three months of financial reports to be reviewed and approved.*
 - i. Balance Sheet
 - ii. Revenue & Expenses
 - iii. Monthly Bank Reconciliation
- XI. Committee Reports:**
- a. Personnel report – Chair, Dan Pickar, or designee
 - b. Strategy / Programs report – Chair, Dennis Jordan or designee
 - i. Strategic Planning scheduled; pre-work plan
 - c. Facilities report – Chair, Dan Abel, or designee
- Volunteer Approval and Resignations**
- XII. Information/Announcements**
- XIII. Motion to Adjourn**

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