

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

**Date/Time:** October 11, 2021; 5:00 PM  
**Location:** 383 Collins Road NE, Cedar Rapids, IA 52402  
Large Conference room (2<sup>nd</sup> floor)

AGENDA

**I. Call to Order – council chair**

**II. Roll Call – secretary**

\_\_\_ Dennis Jordan (chair) \_\_\_ Dana Nichols (vice chair) \_\_\_ Mike Anderson (treasurer)  
\_\_\_ Leland Freie (secretary) \_\_\_ Mike Olinger \_\_\_ Dan Abel \_\_\_ Megan Fagle  
\_\_\_ David McDonald \_\_\_ Selinya Carew

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

**IV. Review Council Packet – County Director**

**V. Approval of Consent Agenda (5 minutes)**

a. Prior meeting minutes, staff reports, volunteer approvals, letters from community members

**VI. Guest Presentations –**

a. None

**VII. Committee Reports**

- a. Personnel Committee report- Mike Olinger or designee (10 Minutes)
- b. Fiscal Committee report – Mike Anderson (10 Minutes)
- c. Strategic Plan Implementation report – Council Chair (10 Minutes)

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## Extension and Outreach

### **VIII. New Business**

- a. Seeking approval to hire pending clearance of background checks for Amber Sharp, Shawnee Blackhawk as PEC childcare staff and Julie Sigwarth as PEC facilitator.
- b. Seeking approval to sign contract between Linn County Public Health and Linn County Ag Extension Council for purposes of delivering Fresh Conversations programming. Regional Director and/or County Director
- c. Seeking approval aof the Strategic Flexibility Remote Work Policy, Work Agreement and Supervision log to be implemented upon approval by Council.
- d. Seeking approval of alcohol to be present at a Master Gardener Event on Thursday, December 2, 2021.
- e. Seeking acknowledgement of a 4-H donation to the Linn County Fair Association on 8/31/2021 in the amount of \$1,147.90 given without prior approval by Council or Council designee.
- f. Seeking approval of proposed 4-H program assistant position budget.

### **IX. Old Business**

- a. **Strategic Planning staff meeting 9/30/2021 update**

### **X. Treasurer Report – Treasurer or designee**

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

### **XI. County Director Report (10 Minutes)**

### **XII. Regional Director Report (10 Minutes)**

### **XIII. Information/Announcements for the greater good**

### **XIV. Motion to Adjourn**

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