

**Minutes of the Regular Meeting of the  
Louisa County Agricultural Extension Council**

**6pm, Monday, May 11th, 2020  
Open Zoom Meeting**

The regular meeting of the Louisa County Extension Council was called to order on the Zoom Virtual Platform by Chair Mark Carroll at 6:00pm on Monday, May 11th, 2020. Council members present included Carroll, Marsha Gerot, Paul Gieselman, Dana Howell, Henry Hoopes, Joy Lekwa and David Wilson. Others present included County Director Kathy Jolly Vance, Louisa Development Group Director Angela Shipley, Prosper Grant Administrator Whitney Howell, Program Director of 4-H, Youth Enrichment, and Agricultural Education Samantha Jamison and Regional Director Janet Smith.

Motion by Hoopes, 2<sup>nd</sup> by Gieselman to approve the consent agenda as presented including financial reports with voucher number 11768 through voucher number 11796, EFT's for IPERS, State Treasurer/Treasury, Alliant and Payroll for a total of \$32,293.00 in expenses as well as deposits totaling of \$85,448.69. The BANK Checking account balance is \$166,593.10 the CD Balance at Washington State Bank is \$76,566.77, Petty Cash \$500 and Cash Box \$20.00 for a total cash balance of \$243,679.87.

Moved by Lekwa, 2<sup>nd</sup> by Wilson to approve the Memorandum of Understanding with Iowa State University Extension and Outreach. Motion passed unanimously.

After a short discussion the council decided to forego any application to house the Regional Extension Office and permanently table that agenda item.

Moved by Howell, 2<sup>nd</sup> by Gieselman to approve the Temporary Policy Addendum for Emergency Paid Sick Leave and Expanded FMLA – FFCRA Personnel Templates. Motion passed.

Moved by Gieselman, 2<sup>nd</sup> by Lekway to approve closure of the office on March 16<sup>th</sup> for protection against COVID-19 with a plan to reopen to the public June 1<sup>st</sup> providing Vance can install sneeze guards, social distancing signs in each office, procur masks, cleaning supplies and wipes for office use. Motion passed on a vote of 5 in favor and 1 opposed.

Moved by Wilson, 2<sup>nd</sup> by Hoopes to approve access of the ISU Benefits Package to all employees working 30 or more hours a week. This access does not include additional compensation. Motion passed unanimously.

Moved by Gieselman, 2<sup>nd</sup> by Wilson to sign the agreement to participate in the SNAP-Ed Family Nutrition Program educational program grant. Motion passed unanimously.

Moved by Cooley, 2<sup>nd</sup> by Gerot to direct Vance to get the nominating committee together to move forward 4 names for the November ballot. The terms of Dana Howell, Mark Cooley, Paul Gieselman and Joy Lekwa are expiring. Motion Passed.

# IOWA STATE UNIVERSITY

## Extension and Outreach

Moved by Gieselman, 2<sup>nd</sup> by Howell to reimburse the Univeristy of Iowa tuition of Abby Boysen in the amount of \$656.75 and officially recognize her for completing her Bachelors Degree!  
Motion passed.

Vance provided information on the 4-H Hall of Fame nomination process and consensus was given to move forward the name Jean Bermel for the honor.

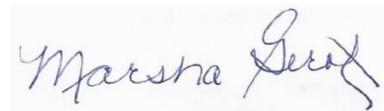
Moved by Wilson second by Hoopes to accept the resignation of Council member Dana Howell and to publicly thank her for the years she served as a council member including several years in the position of secretary. Thank you Dana!

Council members were offered the opportunity to officially volunteer to assist with the 4-H and FFA Shows planned for July and it was noted that background checks would have to be completed for each person that wished to be involved.

Staff reports were given including what projects staff had accomplished during the closure of the office when most staff worked from home.

Move to adjourn at 7:30pm by Wilson, 2<sup>nd</sup> by Gieselman. Motion passed.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Marsha Gerot". The signature is written in a cursive style and is positioned above the printed name of the signatory.

Marsha Gerot, Secretary