

# Lucas County Extension Council Meeting

---

**Date:** November 30th, 2022

**Time:** 7:00 PM

**Location:** Lucas County Extension Office- 48293 Hy-Vee Road, Chariton, IA 50049

**Zoom:** Please click this URL to start or join.

<https://iastate.zoom.us/j/95453248393?pwd=eGpaQXgyUHViQjUvN0FFU1c2Vm9SQTO9> Or, go to <https://iastate.zoom.us/join> and enter **meeting ID:** 954 5324 8393 and **password:** 049832

Join from dial-in phone line:

**Dial:** +1 646 931 3860 or +1 301 715 8592 **Meeting ID:** 954 5324 8393

1. **Call the meeting to order**
2. **Roll Call and Introductions**
3. **Approval of Agenda**
4. **Open Forum-An opportunity for any public present**

*The Lucas 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 5 minutes. If your concern is not listed in the agenda below 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.*

5. **Secretary's Report**
  - Minutes of the October 26th, 2022 and November 21<sup>st</sup>, 2022 meetings were distributed (**yellow**)
6. **Treasurer's Report**
  - Approval of Vouchers (**pink**)
  - Approval of Financial Statements (**green**)
7. **Reports**
  - a. Staff (**gray**)
  - b. Program Specialists
  - c. Regional
  - d. Extension Council Committees:
    - Personnel
    - Fiscal
    - Programming
  - e. Iowa Extension Council Association
  - f. Subcommittee
  - g. Fair Board
8. **Old Business**
  - a. Consideration of office assistant substitute
  - b. Consideration of adult programming (**teal**)
9. **New Business**
  - a. Consideration of new volunteers
  - b. Consideration of NACAA Tour (**purple**)
  - c. Consideration of raise
  - d. Consideration of job descriptions (**blue + orange**)
  - e. Consideration of office closure
  - f. Consideration of phones (**red**)
  - g. Consideration of food stand (**neon green**)
  - h. Consideration of council member
  - i. Consideration of cleaning person
10. **Adjourned**

Next Meeting: January 25th, 2023 at 7:00 PM at the Lucas County Extension Office

This institution is an equal opportunity provider. For the full non-discrimination statement or accommodation inquiries, go to [www.extension.iastate.edu/diversity/ext](http://www.extension.iastate.edu/diversity/ext).