

## Notice of Organizational Meeting of the Lucas County Agricultural Extension Council

In compliance with the County Agricultural Extension Law, the organizational meeting of the Lucas County Agricultural Extension Council will be held at 7:00PM on the 25<sup>th</sup> day of January 2023 at the Lucas County Extension Office 48293 Hy-Vee Road in Chariton, Iowa 50049.

### **It is important that all members attend this meeting.**

- 1) Call the meeting to order Kim Head
- 2) Roll call Branigan Head
- 3) Approval of agenda for the organizational and regular meeting

### **Organizational Meeting includes the following:**

- a. Election of extension council officers
- b. Regular council meetings date and time
- c. Committee assignments
- d. Appointments to other boards and committees
- e. Official newspapers
- f. Fiscal procedures
  - Depository
  - Authorization for signing checks and electronically transferring funds
  - Bonding of treasurer and staff
  - Other as appropriate
- g. Designate custodian of public record and open record requests
- h. Approval of policies (**white**), meeting requirement, meeting conduct, volunteers (**red**), and financial reports

### **The regular monthly meeting will be held upon completion of the organizational meeting agenda. Agenda will include:**

#### 4) Open forum for public comments

*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

- a) Approval of minutes from the December 15<sup>th</sup>, 2022 meeting (**yellow**)

#### 6) Treasurer's Report

- a) Approval of vouchers Check #14682 to #14694, EFTs totaling \$2,003.70, and payroll totaling \$3,188.08 (**light pink**)
- b) Approval of financial statements (**green**)

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### 7) Reports:

- A. Staff (**gray**)
- B. Regional (**bright pink**)
- C. Council committees:
  - a. Personnel
  - b. Fiscal
  - c. Programming
- D. Iowa Extension Council Association (**tan**)
- E. Subcommittee
- F. Fair board

### 8) Old business

- a) Consideration of NACAA Tour (**teal**)

### 9) New business

- a) Consideration of FY24 Budget

\_\_\_\_\_ moved and \_\_\_\_\_ seconded that the FY24 budget be approved for \$192,077 in expenditures with a tax request of \$125,440 with \$122,068 from property tax and \$3,372 from utility excise tax. The council secretary or designee is directed to officially publish that the FY24 budget public hearing is scheduled for February 22<sup>nd</sup>, 2023 at 7:30 PM at the Lucas County Extension office, 48293 Hy-Vee Road, Chariton, Iowa 50049.

\_\_\_\_\_ moved and \_\_\_\_\_ seconded that the FY24 Extension Unemployment budget be approved for \$10,000 in expenditures with a tax request of \$0 with \$0 from property tax and \$0 from utility excise tax. The council secretary or designee is directed to officially publish that the FY24 budget public hearing is scheduled for February 22<sup>nd</sup>, 2023 at 7:30 PM at the Lucas County Extension office, 48293 Hy-Vee Road, Chariton, Iowa 50049.

\_\_\_\_\_ moved and \_\_\_\_\_ seconded that the FY24 Extension Tort budget be approved for \$4,000 in expenditures with a tax request of \$3,000 with \$2,917 from property tax and \$83 from utility excise tax. The council secretary or designee is directed to officially publish that the FY24 budget public hearing is scheduled for February 22<sup>nd</sup>, 2023 at 7:30 PM at the Lucas County Extension office, 48293 Hy-Vee Road, Chariton, Iowa 50049.

- b) Consideration of new volunteers
- c) Consideration of food stand lease (**blue**)
- d) Consideration of office closure
- e) Consideration of summer help (**purple**)
- f) Consideration of waxing floors
- g) Consideration of horse superintendent
- h) Consideration of weigh-in dates
- i) Consideration of food stand manager (**bright green**)
- j) Consideration of Annual Conference (**orange**)
- k) Consideration of fair photos

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- l) Consideration of leave
- m) Consideration of fair book

10) Motion to adjourn

Next meeting: February 22nd, 2023 at 7:00 PM

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