

VAN BUREN COUNTY EXTENSION COUNCIL MEETING

DATE: OCTOBER 13, 2022 TIME: 7:00 P.M. LOCATION: FARM BUREAU/AG CONF ROOM

AGENDA

1) Call the Meeting to Order

2) Roll Call and Introductions

3) Approval of Agenda

4) Public Forum

The Van Buren 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, however, concerns may be an agenda item at future meetings. The council will not answer questions, clarify comments, nor discussion on other items of business during the meeting, unless previously arranged. 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.

Guests: Rachel Fishel, Youth Program Specialist

5) Secretary's Report -

- a. Approval of minutes from previous meetings, regular and special meeting.

6) Treasurer's Report -

- a. Approval of bills and vouchers
- b. Approval of the financial statements

7) Reports

- a. Staff and program specialists' reports
 - Extension council committees
 - I. Fair Board, Golf Cart
 - II. Fair Book Committee
 - b. Regional Director
 - I. County Program Plan of Work
 - II. New council member training (12/6/22 via Zoom or 12/14/22 in Oskaloosa)
 - III. FY23 budget planning
 - c. Iowa Extension Council Association

8) Old Business

- a. SESS Insurance
- b. 4-H Advisory Committee

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9) New Business

- a. New volunteer approval
- b. Staff attendance at meetings
- c. Static exhibit location
- d. Fair board liaison
- e. Fiscal policy
 - I. Payment documentation (3.1 C)
 - II. Purchase limit (3.2 B)
 - III. Gift cards (3.3 A)
- f. Check/voucher signatures
- g. ServSafe scholarships
- h. Civil rights training

10) Next Meeting

- a. Thursday, November 10, 2022, 7 p.m. - Farm Bureau/Ag meeting room at the fairgrounds
- b. Agenda items

11) Adjourn

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