

**Van Buren County Extension Council Meeting**  
**August 23, 2023**

1. **Call the meeting to order:** Steve Duke called the meeting to order at 7:01 pm
2. **Roll Call and introductions:** There were 6 council members present including: Steve Duke, Chrissy Westercamp, Jenny Gardner, Tammy Hoaglin, Shelia Smith, and Kathy Noll.  
**Staff Present:** Martha Davidson, Jennifer Plowman, and Cindy Hall. Cindy Hall was present via Zoom.  
**Public Present:** Samantha Godwin, and Rachel Smith  
**Fair Board:** Blain Smith – arrived at 7:40pm.
3. **Approval of agenda:** Tammy Hoaglin moved to approve the agenda. Shelia Smith seconded. The motion carried unanimously.

**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.*

**5. Secretary Report**

Tammy Hoaglin moved to approve June meeting minutes with the correction of the time of adjournment; Shelia Smith seconded. The motion carried unanimously.

**6. Treasurer's Report**

**June**

Checks # 6607 to #6633 for \$10615.06,  
Electronic Fund Transfers (EFT) \$2242.17,  
Direct Deposit \$4619.53, Total Expenses: \$17476.76,  
Total Deposits \$3261.35.

Moved by Kathy Noll, seconded By Chrissy Westercamp. The motion carried unanimously.

**July**

Checks # 6634 to #6680 for \$10204.70,  
Electronic Fund Transfers (EFT) \$0,  
Direct Deposit \$8887.51, Total Expenses: \$19092.21,  
Total Deposits \$2708.39.

Moved by Shelia Smith, seconded By Chrissy Westercamp. The motion carried unanimously.

Kathy Noll moved to approve the financial statements. Tammy Hoaglin seconded. The motion carried unanimously.

## 7. Reports

- A. Staff and program specialist reports
- B. Extension council committees – none have met
- C. Regional Director
  - 4-H Forward Grant
  - Hellos and Handshakes Tour Report
- D. Fair Board: Blain Smith spoke shortly.
- E. Iowa Extension Council Association: nothing to report

Jenny Gardener moved to approve the reports. Chrissy Westercamp seconded the motion. The motion carried unanimously.

## 8. Old Business

## 9. New Business

### A. Serve Safe Scholarships for FY 24:

Sara Sprouse presented a request for 10 Serve Safe Scholarships at \$160 a person for a total of \$1600 of. Jenny Gardner moved to approve Sara Sprouse's request for \$1600 of Serve Safe Scholarships for 10 people for a total of \$160 a person. Kathy Noll seconded. The motion carried unanimously.

### B. Fair Rule Changes:

1. **Timeline & Process:** Jenny Gardner moved to approve the Timeline & Process as presented (see attached document). Kathy Noll seconded the motion. The motion was carried unanimously.
2. **Committee:** Chrissy Westercamp moved to approve the Rule Committee consisting of Blain Smith (Fair Board Member/Superintendent), Samantha Godwin (FFA Advisor), Shelia Smith (Extension Council), Kathy Noll (Extension Council) and Jennifer Plowman (CYC – Facilitator Non Voting). One more Fair Board member will be chosen by Fair Board and a parent and/or leader who is not on either Extension Council or Fairboard to be sought out by Jennifer Plowman. In the case there is a tie; either Extension Chair or Co-Chair can vote to break a tie. Kathy Noll seconded the motion. The motion carried 5 to 1: Yes – Steve Duke, Chrissy Westercamp, Kathy Noll, Shelia Smith, and Tammy Hoaglin – No – Jennifer Gardner. (Sarah Tedrow, Jenny Baker, and Sandi Coffman absent)

## 10. Next meeting items:

November Meeting moved to November 29<sup>th</sup> and December meeting date.

11. **Adjourn:** Jenny Gardner moved to adjourn the meeting at 8:22 pm. Shelia Smith Seconded. Motion carried unanimously.

*Date and Time of next meeting: Wednesday, September 27<sup>th</sup> 2023, Extension Office 7:00 pm*