

## VAN BUREN COUNTY EXTENSION COUNCIL MEETING

DATE: NOVEMBER 29, 2023 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.*

#### 5) Secretary's Report

- A. Approval of minutes from previous meetings

#### 6) Treasurer's Report

- A. Approval of bills and vouchers\*
- B. Approval of the financial statements\*

#### 7) Reports

- A. Staff and program specialists' reports\*
- B. Extension council committees
  - Personnel Committee Update
- C. Regional Director
  - Fiscal Budget
- D. Fair Board
  - Fair 2024 July 21<sup>st</sup> – 29<sup>th</sup>
- E. Iowa Extension Council Association

#### 8) Unfinished/Ongoing Business

- A. Rules Committee Update & Vote

#### 9) New Business

- A. Elijah Westercamp Requesting Financial Assistance for National 4-H Conference
- B. Volunteer Approval
- C. Ear Tag Purchase Approval
- D. December extra day off to be the 26<sup>th</sup> (office closed Dec 22<sup>nd</sup>-26<sup>th</sup>)
- E. Personnel Policy Updates
- F. Civil Rights Training: December (20-25mins)

#### 10) Next Meeting Agenda Items

#### 11) Adjourn:

Date and Time of next Meeting: **Monday December 18, 2023**, 7p.m. – Extension Office

\*Support documents emailed or printed

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