

Van Buren County Extension Special Meeting

February 12, 2024 via Conference Call

Conference Call Number: 866-244-8528 Participant ID: 326 236#

1. Call the meeting to order: Chrissy Westercamp called the meeting to order at 7:00 PM
2. Roll Call: Council members - Chrissy Westercamp, Jenny Baker, Jenny Gardner, Sheila Smith, Steve Duke, Kathy Noll, Tammy Hoaglin (joined at 7:03)

Staff attending: Cindy Hall

Public Present: None

3. Approval of agenda: Sheila Smith motioned to approve the agenda. Steve Duke seconded the motion. The motion carried unanimously 7 to 0.

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. New Business:

A. Office and Program Manager Position

Steve Duke made the motion to post the position of "Office & Program Manager" as the personnel committee recommended. The recommendations were: 40 hour week, \$16 -\$18 per hour, Keep office hours the same, Position will be open for a minimum of 7 days, Revisit if we see an increase in evening or weekend program offerings. Motion was seconded by Jenny Gardner. The motion passed unanimously 7 to 0.

Meeting adjourned at 7:11 PM

Next meeting is February 28, 2024 at 7:00 PM in the Farm Bureau room at Fairview Barn