

Van Buren County Extension Council Meeting
September 27, 2023

1. **Call the meeting to order:** Steve Duke called the meeting to order at 7:02 pm
2. **Roll Call and introductions:** There were 7 council members present including: Steve Duke, Chrissy Westercamp, Jenny Gardner, Tammy Hoaglin, Shelia Smith, Jenny Baker and Kathy Noll.
Staff Present: Martha Davidson, Jennifer Plowman, and Cindy Hall.
Public Present: Rachel Smith, Katie Plowman, Elijah Westercamp (Jolly Trio) & Noah Westercamp (Jolly Trio)
Fair Board: Blain Smith
3. **Approval of agenda:** Chrissy Westercamp moved to approve the agenda. Kathy Noll 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

Kathy Noll moved to approve June meeting minutes with the correction of the time of adjournment; Chrissy Westercamp seconded. The motion carried unanimously.

6. Treasurer's Report

August:

Checks # 6681 to # 6694 for \$ 4866.98 .

Electronic Funds Transfers (EFTs) \$ 5676.35 .

Direct Deposits \$ 4711.39 .

Total Expenses \$ 15254.72 . Total Deposits \$ 1218.50 .

Moved by Jenny Gardner, seconded by Kathy Noll. The motion carried unanimously.

Shelia Smith moved to approve the financial statements. Jenny Baker seconded. The motion carried unanimously.

7. Reports

- A. Staff and program specialist reports
- B. Extension council committees – Rules Committee to give report under new business
- C. Regional Director
- D. Fair Board: Blain Smith and Kathy Noll spoke shortly.

- E. Iowa Extension Council Association: Spoke on virtual training available to council members

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

8. Old Business

Acknowledgement of landscaping completion around Extension Storage Shed done by Jake Boyd

9. New Business

A. Credit Card Charge Changes for 4-H Online:

Jenny Gardner moved to allow families to continue to pay by credit card on 4-H online and Extension will absorb the fee of 2.93 % + \$.30 per charge into the workshop budget. Chrissy Westercamp seconded. The motion carried unanimously.

B. Raising School Ready Readers Training:

Jenny Gardner moved to approve to send Martha Davidson to Raising School Ready Readers training in Ames with the expenses of \$60 registration + travel and possible lodging. Tammy Hoaglin seconded. The motion carried unanimously.

C. Rule Committee Update:

Short update was given. No action needed.

D. Extension Office Sign – Goehring

Cindy Hall will contact Goehring about completing sign by October 15, 2023

E. Retinal Scanner Sharing Agreement with Jefferson County:

Chrissy Westercamp moved to enter into a sharing agreement for the Retinal Scanner with Jefferson with knowledge and understanding of insurance coverage. Shelia Smith Seconded. The motion carried unanimously.

10. Next meeting items:

Decision to be made on December meeting date – pending set date of beef weigh in.

- 11. Adjourn:** Kathy Noll moved to adjourn the meeting at 8:17 pm. Jenny Baker Seconded. Motion carried unanimously.

Date and Time of next meeting: Wednesday, October 25th, 2023, Extension Office 7:00 pm

*Jenny Gardner
10/25/23*