

Van Buren Extension Council Meeting July 14, 2022

The meeting of the Van Buren Extension Council was called to order at 7:03 PM on July 14, 2022.

Members present – Steve Duke, Jenny Gardner, Tim Gilchrist, Kathy Noll, Sandi Coffman, Twyla Peacock, Chrissy Westercamp. Sarah Tedrow joined at 7:10 pm. Will Whitaker joined at 7:25 pm.

Staff in attendance included Cindy Hall, Jennifer Plowman, Tonya Irvin.

Guest included Nehemiah Westercamp and Elijah Westercamp

Chrissy Westercamp made the motion to approve the agenda. Kathy Noll seconded the motion. Passed Unanimously.

Nehemiah Westercamp and Elijah Westercamp gave a report on their experiences at the 4-H conference.

A motion was made by Kathy Noll and seconded by Chrissy Westercamp to approve the secretary's report for June with mentioned changes. "Approval of the AGENDA and APPROVAL OF THE MINUTES OF MAY MEETING with the change of moving Hailey's presentation to the first of the meeting....." Motion passed unanimously.

Treasurer report was reviewed. Checks 6306 to 6336 for a total of \$12,349.40. Electronic funds transfers total \$2,343.82. Direct deposits from 637 to 647 for a total of \$4,789.80 A motion was made by Tim Gilchrist and seconded by Chrissy Westercamp to accept the treasurer report. Passed unanimously. Jenny Gardner made them motion to accept the financial statements and seconded by Twyla Peacock. Passed unanimously.

Extension staff gave their reports. Please see attached documents.

Old Business-

SESS insurance – The insurance will be \$546.00 and is renewed through our insurance. The SESS club is reviewing reimbursement to the council for this expense.

The existing office sign will be placed on the SW corner of the barn building after making a call to "Iowa One Call". The sign must be 4 feet from the building but will identify where the office is more clearly. Will Whitaker made the motion to place the sign with a total cost of no more than \$500. Tim Gilchrist seconded the motion. Passed unanimously.

New Business –

Personal committee (Tim Gilchrist, Sandi Coffman) met prior to the meeting to do employee reviews. Upon recommendation from the committee, Tonya Irvin will be given a \$.50 an hour raise to bring her wages to \$16.50 an hour. Upon recommendation from the committee, Jennifer Plowman will be given a raise of \$1.50 an hour to bring her wages to \$16.50 an hour. Each of these raises are retroactive and

begin on July 1, 2022. The motion was made by Steve Duke to approve the recommendations. Chrissy Westercamp seconded the motion. Motion passed unanimously.

Jennifer Plowmans stated she is going to review 7<sup>th</sup> and 8<sup>th</sup> grade retention with a goal of 80%. She would also like to get a livestock quiz bowl team started. She plans on getting the youth council going again, with the possibility of including younger members to get their input.

Tonya Irvin stated her goals were to have one program per month and have an article in the local paper at least once a month. She also plans to collaborate with community groups to host programs and gather program ideas. She would like to utilize the ballroom more to simplify planning and organizing programs.

Barn posters were discussed to make sure everyone had access to and was aware of barn and species rules. Will Whitaker made the motion to laminate the pages of the fair book of each species and hang them in their respective barns. Chrissy Westercamp seconded the motion. Passed unanimously. NEXT YEAR COSEQUENCES FOR BREAKING THE RULES WILL BE DISCUSSED AND PUBLISHED IN THE FAIR BOOK.

Numbers seem stable for the livestock shows

Judges are confirmed

Livestock Sale – Becky Goehring will clerk the sale and send via computer the information immediately to the council so they can prepare paperwork for the buyers. The buyers will send the checks directly to each member.

State fair transportation for the static exhibits have been arranged

The Fair book committee (Chrissy Westercamp, Sandi Coffman, Jenny Gardner) will be reviewing rule changes for 2022. Make suggestions to the committee BEFORE November, the sooner the better.

Nancy Carr purchased a printer to use doing the accounting work. Motion was made by Jenny Gardner and seconded by Tim Gilchrist to reimburse Nancy for the purchase price of the computer. Motion passed unanimously.

Jennifer Plowman would like to attend the National Association of Extension 4-H youth development conference in Madison Wisconsin on October 11-13, 2022. The cost is estimated to be no more than \$1800.00. Transportation and rooms will try to be shared with other attendees from the area. Steve Duke made the motion and Tim Gilchrist seconded the motion to allow Jennifer Plowman to attend the conference with an \$1800.00 limit. Motion passed unanimously.

Staff reported a very bad bug problem in the office. They reported they were killing bugs regularly. They contacted the fair board, but received no helpful answers or replies to deal with the issue. Sandi Coffman made the motion to pay an exterminator \$100.00 for the initial visit and then \$60.00 for a visit every other month. Steve Duke seconded the motion. Motion carried, with Jenny Gardner voting no because she believes this is the responsibility of the building owners (fair board).

Everyone attended the superintendent meeting. A suggestion for next year included the superintendents meeting with the liaison to discuss specific issues.

Attendance expectations of the council were reviewed. Each superintendent should be at their respective shows and work with the volunteer superintendent to insure the rules are followed and the shows run smoothly. Jennifer Plowman will also be “out and about” and will be at shows except when dealing with emergencies.

Exhibitor meeting topics were discussed and included the following – The clear chain of command, cleanliness of pens and alleys, introductions of ALL superintendents, liaisons and all volunteers present. It will also be announced that any early livestock dismissals are solely the responsibility of the fair board due to our MOU. The council would like to be included in the decision and should be across all species.

An email will be sent out to all unpaid stall fee families by Jennifer Plowman to remind them it is a fair board decision on whether any unpaid exhibitor will be allowed to show.

Agenda items for the next meeting include changes for the fair book, fair review, and upcoming programs.

Twyla Peacock made the motion to adjourn at 9:15pm. Sandi Coffman seconded the motion. Motion passed unanimously.