

November 10, 2022 Minutes of Van Buren Extension Council

The meeting was called to order at 7:09 pm.

Council members present were Will Whitaker, Steve Duke, Jenny Gardner, Kathy Noll, Sandi Coffman and Chrissy Westercamp.

Council members absent were Sarah Tedrow, Tim Gilchrist, and Twyla Peacock.

Extension staff present were Cindy Hall, Jennifer Plowman and Tonya Irvin.

Guest in attendance was Rachel Smith representing the fair board.

A motion to approve the agenda was made by Chrissy Westercamp and seconded by Steve Duke. Motion passed unanimously.

The minutes for September meeting was approved with 2 revisions. Steve Duke made the motion and seconded by Chrissy Westercamp. Passed Unanimously.

Checks from 6247 to 6450 for a total of \$4,404.27, Electronic Fund Transfers for a total of \$1075.00, and direct deposits for a total of \$4,460.49 were approved. The motion was made by Jenny Gardner and seconded by Kathy Noll. Passed unanimously. Approval of all financial statements was motioned by Jenny Gardner and seconded by Kathy Noll. Passed unanimously.

Reports were made. Tonya Irvin reported they are having to have an insect exterminator come more than quarterly due to the bug problems. Jennifer Plowman reported she is working on several workshops including copyright, build your future and chain of command chart. New council member training was discussed. Bookkeeper training is to be held virtually on November 17. The fiscal committee will meet in December to discuss the budget for 2023. A motion was made by Steve Duke and seconded by Chrissy Westercamp to accept all of the reports. Motion passed unanimously.

Old Business

SESS Insurance was discussed. Will Whitaker is talking to Tammy Hoaglin of the shooting sports club on who is on the trailers registration. Will also spoke with Gene Mohling, from ISU Extension and he suggested the council pay for the insurance but ask for a donation from the club to cover the expense. A motion was made for Will to get the dollar amount that the insurance is higher for the SESS club and ask for the SESS club to cover half of that expense. The 50% payment is what other clubs pay for extra insurance for their activities and fund raisers. The motion was made by Sandi Coffman and seconded by Steve Duke. Motion passed unanimously.

Steve Duke went to the fair board meeting and reported that the fair board will allow the static exhibits to be in the barn but will not be responsible for any security or missing items. The extension will come up with times the barn will be open to the public to see the exhibits and the times will be posted.

Steve Duke met with the Principle and Samantha Godwin about the MOU. He reported there were no issues discussed and it will be presented to the school board by Samantha.

Fair rules for 2023 were discussed. The rules committee had met and presented the council with a list of changes they have proposed. All the changes were acceptable except for the no fit livestock shows. This change was discussed with strong input from Rachel Smith from the fair board. Kathy Noll also voiced support for a fitted show and against the no fit show suggestion. Lack of enforcement, expensive equipment and products, and equality was presented to support a no fit show. Education and state fair rules were presented in support of a fitted show. After much back and forth about the pros and cons of the shows, it was suggested by Jenny Gardner to send out the question to the 4-Hers. Both sides, fitted show and no fitted show, will give Jennifer Plowman a paragraph explaining their position and then Jennifer Plowman will send out the issue to the members. The results will be in by the 27th and will be ready for the extension council meeting to review. If a fitted show is decided on, the rules committee will have to meet and make regulations on a fitted show. A motion by Steve Duke and a second by Jenny Gardner was made to have the survey sent out. Passed Unanimously. Jenny Gardner made a motion to accept all other rule changes as presented to the council. Sandi Coffman seconded that motion. Pass unanimously. PLEASE ATTACH THE RULE CHANGES PAGES.

New Business

VITA – VITA is a program offered to low income to help with gathering information for basic tax returns to be forwarded to a tax preparer. A motion was made for the Van Buren Extension office be a VITA Program site for the 2023 (2022 taxes) with the office staff helping to schedule, conduct and process intake of information if security and equipment requirements have been met. The motion was made by Steve Duke and seconded by Jenny Gardner. Passed unanimously.

Personnel Policy was reviewed.

The following was moved to be modified in the personnel policy – Job Announcements will be 5 days, Removal of Covid Sickness policy, payroll will be bi-weekly, an increase in meal allowance and to allow staff \$10 per month for cell phone use with yearly proof of cell phone. These modifications were moved by Jenny Gardner and seconded by Chrissy Westercamp. Passed unanimously.

Civil rights training was postponed to a later date.

The next meeting was set for December 5th at 7 pm due to holidays, and schedule conflicts. Topics to be discussed include but not limited to civil rights training, MOU, and livestock fitting rule.

Meeting was adjourned at 8:46 PM. Motioned by Will Whitaker. Passed unanimously.

A handwritten signature in black ink that reads "Jennifer Gardner". The signature is written in a cursive, flowing style.