

Notice of Organizational Meeting of the Wapello County Agricultural Extension Council

In compliance with the County Agricultural Extension Law, the organizational meeting of the Wapello County Agricultural Extension Council will be held at 7:00 p.m. on the 31st day of January, 2022 at Wapello County Extension Office in Ottumwa, Iowa

It is important that all members attend this meeting.

1. **Call the meeting to order**
2. **Roll Call and Introductions**
3. **Approval of Agenda**
4. **Secretary's Report**
 - Minutes of the previous meeting
5. **Organizational Meeting**
 - A. **Election of Officers**
 - B. **Regular Council meeting date and time**
 - C. **Committee Assignments**
 - D. **Appointments to other committees**
 - E. **Official Newspapers**
 - F. **Fiscal Procedures**
 - G. **Designate Custodian of Public Record and Open Requests**
 - H. **Approval of meeting requirements, meeting conduct, volunteers, and financial reports**
6. **Regular Meeting**
 - A. **Open Forum**-An opportunity for any public present
The Wapello 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, but concerns may be an agenda item at future meetings. 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.
 - B. **Treasurer's Report**
 - i. Approval of Vouchers
 - ii. Approval of Financial Statements
 - C. **Reports**
 - i. Staff and Program Specialists
 - ii. Regional Director
 - Building Security/check-in request
 - Regional Meeting and Awards
 - Other Updates
 - iii. Iowa Extension Council Association
 - iv. Extension Council Committees
 - Personnel
 - Fiscal
 - Program
 - v. 4-H Foundation
 - vi. Expo Board
 - vii. Master Gardeners
 - viii. MOU Committee
 - D. **Approval of Work Budget**
 - E. **Old Business**
 - i. Consideration of New Volunteers

This institution is an equal opportunity provider. For the full non-discrimination statement or accommodation inquiries, go to www.extension.iastate.edu/diversity/ext.

F. New Business

- i. Consideration of Credit Card Agreement
- ii. Consideration of Trash Collection Service
- iii. Consideration of Professional Development
- iv. Consideration of AmeriCorps Position

G. Agenda items for the next meeting

H. Next Meeting

- February 28, 2022 at 7:00 PM at the Wapello County Extension Office

I. Adjourned