

Minutes of the Regular Meeting of Wapello County Agricultural Extension District

DATE: 25 JULY 2022 **TIME:** 6:30 PM **LOCATION:** WAPELLO COUNTY EXTENSION OFFICE

1. Call the meeting to order-Paul Cartwright, Chairperson

2. Roll Call and Introductions

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|--|--|---|
| <input type="checkbox"/> Angle, Allison | <input checked="" type="checkbox"/> Cartwright, Paul | <input type="checkbox"/> Conrad, Randy |
| <input checked="" type="checkbox"/> Ellis, Stephanie | <input checked="" type="checkbox"/> Heisdorffer, Elaine | <input checked="" type="checkbox"/> Kendrick, Clint |
| <input type="checkbox"/> McMullin, Doug | <input checked="" type="checkbox"/> Witt, Clint | <input checked="" type="checkbox"/> Reed-Appel, Melissa |
| | | |
| <input checked="" type="checkbox"/> Hall, Cindy | <input checked="" type="checkbox"/> Heisdorffer, Jessica | <input type="checkbox"/> Emery, Cindy |
| <input type="checkbox"/> Duff, Lisa | <input type="checkbox"/> McMillian-Sherwood, Karie | |

3. Approval of Agenda-Paul Cartwright, Chairperson

- Moved by:

Appel

- Seconded by:

Ellis

- Motion Carried:

6	TO	0
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4. Open Forum-An opportunity for any public present

No one present

5. Secretary's Report-Allison Angle, Secretary

- Minutes of the previous meeting

June 27 and July 18 (date needs to be corrected to say July)

- Moved by:

Witt

- Seconded by:

Appel

- Motion Carried:

6	TO	0
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6. Treasurer's Report-Stephanie Ellis, Treasurer

- Approval of Vouchers and EFT Payments

VOUCHERS

15553	THROUGH	15577
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EFT PAYMENTS

IPERS	\$2116.41 (EFT 108)
US Dept. Treasury	\$2738.32 (EFT 109)
Treasurer State Of IA	\$1302.00 (EFT 110)
Travel/Expenses	\$389.95 (EFT 105-107)
Payroll	\$12,874.45 (DD 107-113)

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- Moved by:
Kendrick
- Seconded by:
Heisdorffer
- Motion Carried:

6	TO	0
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- Approval of Financial Statements

- Moved by:
Witt
- Seconded by:
Kendrick
- Motion Carried:

6	TO	0
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7. Reports

- Staff and Program Specialists
Emailed out what I had
- Regional Director
Wrapping up fairs and looking forward to fall and more PD. We will be discussing at the next meeting some upcoming PD for staff.
- Iowa Extension Council Association
Today they had a webinar today and has requested the link to share with the council about personnel committees.
- Extension Council Committees
 - Personnel
All reviews went well.
 - Fiscal
No meeting
 - Programming
No meeting
- 4-H Foundation
Nothing to report
- Expo Board
Expo went well.
- Master Gardeners
Nothing to report.
- MOU Committee
Met a couple of months ago and will have a recommendation on dumpsters.

8. Old Business

- New Volunteers
None

9. New Business

- Staff Raises
On behalf of the personnel committee, I move to give a 10% pay increase to the following people for their county-paid/non-grant funded work.
 - Lisa Duff, K-12 Educator: Currently \$17.39, Increase to \$19.12
 - Cindy Emery, County Youth Coordinator: Currently \$18.37, Increase to \$20.21
 - Jessica Heisdorffer, Office Coordinator: Currently \$18.37, Increase to \$20.21

This will be effective July 1, 2022. Witt made motion, Appel seconded the motion. Motion carried 6 to 0.

b. **Dumpster**

Kendrick made a motion to move up to the 4 yard dumpster. Witt seconded the motion. Motion carried 6 to 0.

c. **Program Coordinator/Pick A Better Snack Program Hiring**

Witt made the motion to advertise both part time positions. Heisdorffer seconded the motion. Motion carried 6 to 0.

10. Agenda items for the next meeting

PD-Area Wide Meeting

11. Next Meeting

- **August 28, 2022 at 6:30 PM at the Wapello County Extension Office**

12. Adjourned

- **Moved by:**

Kendrick

- **Seconded by:**

Ellis

- **Motion Carried:**

6	TO	0
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Office Coordinator, Wapello County Agricultural Extension District

Jessica Heisdorffer