

Minutes of the Regular Meeting of Wapello County Agricultural Extension District

DATE: 26 SEPTEMBER 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 checked="" 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 checked="" type="checkbox"/> Emery, Cindy |
| <input checked="" type="checkbox"/> Duff, Lisa | <input type="checkbox"/> McMillian-Sherwood, Karie | |

3. Approval of Agenda-Paul Cartwright, Chairperson

- Moved by:
Melissa Appel
- Seconded by:
Stephanie Ellis
- Motion Carried:

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

None

5. Secretary's Report-Allison Angle, Secretary

- Minutes of the previous meeting

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

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

- Approval of Vouchers and EFT Payments

VOUCHERS

15605	THROUGH	15634
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EFT PAYMENTS

IPERS	\$0.00
US Dept. Treasury	\$0.00
Treasurer State Of IA	\$0.00
Travel/Expenses	\$0.00

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

Payroll	\$0.00
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- Moved by:
Clint Kendrick
- Seconded by:
Elaine Heisdorffer
- Motion Carried:
7 TO 0

- Approval of Financial Statements

- Moved by:
Elaine Heisdorffer
- Seconded by:
Clint Witt
- Motion Carried:
7 TO 0

7. Reports

a. Staff and Program Specialists

Emailed to Extension Council by Jessica Heisdorffer

- Rachel Fishel

Annual Check-up of Wapello County 4-H Program Presentation

b. Extension Council Committees

- Personnel

None

- Fiscal

None

- Programming

None

c. 4-H Foundation

Doing a fundraiser at Fall Fun Fest – Selling Carmel apples and organizing Chili Cook-off

d. Expo Board

Haunted House coming up in October.

e. Master Gardeners

Next meeting October 3.

f. MOU Committee

No meeting

g. Iowa Extension Council Association

Wapello Extension Council watched video and filled out survey

- Member Benefit Survey

Completed survey as a team

h. Regional Director

Programs we would like to see, Ag & Natural Resources, Financial Literacy, Healthy Family Lifestyles. Also, new council member training in December.

- County Program of Work

Meetings on how to prioritize needs in our community.

- Statewide Audience Assessment

Survey to complete of how the public wants to receive extension programs

8. Old Business

a. New Volunteers

Melissa Childs. Clint Witt made motion to approve Melissa Childs, Clint Kendrick 2nds.
Motion passed 7 to 0

9. New Business

a. **Hire Clover Kids Assistant**

Motion to approve Cailyn Burgess by Clint Kendrick to hire as Clover Kids Assistant at \$12/hour for up to 35 hours/month starting October 3, 2022. Clint Witt seconds motion. Passes 7 to 0.

b. **Fiscal Policy**

Clint Witt Moves to approve the 2022-2023 Fiscal Policy with the following changes - Add Karen Ackerman to 3.4 A #3. The following staff members are authorized to use a county extension credit card. The extension council does authorize the purchase of gift cards, with the maximum limit of any one single gift card purchased is \$100. The extension council does allow an approved volunteer the ability to purchase gift cards for extension program purposes and activities and be included as part of a reimbursement. Clint Kendrick seconds motion. Motion approved 7 to 0 .

c. **Civil Rights Video**

Watched by extension council

10. Agenda items for the next meeting

Motion by Clint Witt to move extension council meeting to October 24th or cancel if no agenda items. Second by Clint Kendrick. Motion passed 7 to 0

11. Next Meeting

- **October 24, 2022 at 6:30 PM at the Wapello County Extension Office**

12. Adjourned

- **Moved by:**

Clint Kendrick

- **Seconded by:**

Stephanie Ellis

- **Motion Carried:**

7 TO 0

Secretary, Wapello County Agricultural Extension District

Allison Angle