

**Wapello County Extension Council Meeting**  
**28 September 2020**  
**Wapello County Extension Office**  
**7:00 PM**

- 1. Call the Meeting to Order**-Elaine Heisdorffer, Chairperson
- 2. Roll Call and Introduction**
- 3. Approval of Agenda**-Elaine Heisdorffer, Chairperson
- 4. 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.*
- 5. Secretary's Report**-Jolene McNabb, Secretary
  - Minutes of the previous Meeting
- 6. Treasurer's Report**-Mary Kivlahan, Treasurer
  - Approval of Vouchers
  - Approval of Financial Statements
- 7. Reports**
  - a. Staff and Program Specialists
  - b. Extension Council Committees
    - Personnel
    - Fiscal
    - Programming
  - c. Regional
  - d. Iowa Extension Council Association
  - e. 4-H Foundation
  - f. Expo Board
  - g. Master Gardeners
  - h. MOU Committee
- 8. Old Business**
  - a. Consideration of October 2020-Office Operations Plan
- 9. New Business**
  - a. Consideration of New Volunteers
  - b. Consideration of Personnel Policy Amendment
  - c. Consideration of Holiday Leave Corrections
- 10. Agenda Items for the Next meeting**
- 11. Next Meeting:** *October 26 at 7:00 PM at the Wapello County Extension Office*
- 12. Adjourned**