

# Minutes of the Regular Meeting of Wapello County Agricultural Extension District

DATE: 23 NOVEMBER 2020 TIME: 7:00 PM LOCATION: ZOOM

## 1. Call the meeting to order-Elaine Heisdorffer, Chairperson

## 2. Roll Call and Introductions

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|--|--|--|
| <input checked="" type="checkbox"/> Cartwright, Paul | <input checked="" type="checkbox"/> Heisdorffer, Elaine  | <input checked="" type="checkbox"/> Kesselring, Glen |
| <input type="checkbox"/> Kivlahan, Mary              | <input type="checkbox"/> Kramer, Joyce                   | <input type="checkbox"/> McAntire, Martha            |
| <input checked="" type="checkbox"/> McMullin, Doug   | <input checked="" type="checkbox"/> McNabb, Jolene       | <input type="checkbox"/> Thompson, Stan              |
| <input checked="" type="checkbox"/> Leager, Craig    | <input checked="" type="checkbox"/> Heisdorffer, Jessica | <input checked="" type="checkbox"/> Emery, Cindy     |
| <input type="checkbox"/> Anders, Kelli               | <input type="checkbox"/> Lawrence, Cicely                | <input type="checkbox"/> Duff, Lisa                  |
| <input type="checkbox"/> Valdez, Toni                |  |  |

## 3. Approval of Agenda-Elaine Heisdorffer, Chairperson

- Moved by:  

Glen
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- Seconded by:  

Doug
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- Motion Carried:  

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## 4. Open Forum-An opportunity for any public present

Stephanie Ellis
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## 5. Secretary's Report-Jolene McNabb, Secretary

- Minutes of the previous meeting  

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- Moved by:  

Paul
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- Seconded by:  

Doug
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- Motion Carried:  

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## 6. Treasurer's Report-Mary Kivlahan, Treasurer

- Approval of Vouchers and EFT Payments

### VOUCHERS

15079	THROUGH	15090
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### EFT PAYMENTS

IPERS	
US Dept. Treasury	

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

- Moved by:  

Doug
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- Seconded by:  

Jolene
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- Motion Carried:  

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- Approval of Financial Statements

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- Moved by:  

Jolene
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- Seconded by:  

Doug
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- Motion Carried:  

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## 7. Reports

### a. Staff and Program Specialists

All staff reports were sent by email.
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### b. Extension Council Committees

- Personnel

No Report
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- Fiscal

Talked about the phone on the financial reports
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- Programming

No report
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### c. Regional

Governor granted 2 additional Holiday's to the State employee's. Went over the 2 Way Score Card for Wapello Co. The next quarter 2 Way Score card starts Jan.4, 2021.Regopn 26 held an Office Assistants day. Filed the Wapello County Priority Action Plan. Dec 9, 2020. 6 – 9p.m. will be the Council Orientation. With a Zoom option.
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### d. Iowa Extension Council Association

Via Email
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### e. 4-H Foundation

Meet last week they are sending out Applications for Scholarships.
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### f. Expo Board

Talked about the Boiler on the Dining room side. Enchanted Forest went well. Talking about selling the pool tables by taking bids with an online auction.
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### g. Master Gardeners

No report
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### h. MOU Committee

Meeting 12/2/2020
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## 8. Old Business

### a. Consideration of Office Operations for December and January

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- Moved by:  

Doug
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- Seconded by:  

Paul
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- Motion Carried:  

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### b. Consideration of Quote from Cleaning Company Professional Janitorial Service

To go ahead and hire the Profession Janitorial Service
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- Moved by:  

Doug
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- Seconded by:  

Glen
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- Motion Carried:  

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**9. New Business**

**a. Consideration of 2021 Wapello County 4-H Expo Book**

To accept the Expo Book with the changes.

- Moved by:  

Paul
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- Seconded by:  

Glen
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- Motion Carried:  

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**b. Consideration of Custodian of Public Record and Open Records Request**

Wait until the January 2021 Meeting

- Moved by:  

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- Seconded by:  

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- Motion Carried:  

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**10. Agenda items for the next meeting**

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**11. Next Meeting**

- January 25, 2021 at 7:00 PM at the Wapello County Extension Office

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**12. Adjourned**

- Moved by:  

Doug
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- Seconded by:  

Paul
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- Motion Carried:  

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**Secretary, Wapello County Agricultural Extension District**

*Jolene McNabb*