

Washington Council Extension Council Minutes
Regular Meeting Date: September 21st, 2020

Called to Order by **Kathy Ebert** at 6:00 PM.

Roll Call Kathy Ebert, Rhonda Clough, Duane Hammen, Margaret Brinning, Ann Williams, Dave Erwin, Donna Palmer, Sue Janecek Absent: Dennis Lampe
Others Present: Amy Green, Brittnee Schneider, and Katharina Bain

Public Comment Period - there were no comments

Amy presented her CYC report for the month of August to include an overview of the fair evaluation. The majority who filled out the survey were very satisfied and felt safe during fair 2020. Amy announced insurance updates to prepare food for educational purposes. This includes Pick a Better Snack, and she is finding ways to still include food for this program this fall. Amy has conducted interviews for this year's county council and ELITE members. There are currently 3 vacancies on Youth Committee. Staff also put together COVID safety kits for each 4-H club. Amy also announced that she is mentoring a new CYC in Wright County.

Diane provided a report to review this past month. Diane has been working on virtual lesson plans for this fall. She has also put together 10 STEM backpacks that were delivered to local libraries. Diane also applied for a grant through Alliant Energy for an iPad mini lab with storage to be used for FarmChats and recording videos to be used for virtual lessons.

Amy has met with the beef department and requested changes for the 2021 fair. Ann Williams moves to approve a small breed division for market and breeding beef. For this division, there are no minimum weight for beef and no rate of gain minimum. All beef follows the same criteria per breeds such as registration and affidavits. There must be 3 animals to make a class for all divisions in beef. Breeding beef must be stalled by Sunday night at 9pm. 2nd by Rhonda Clough. Carried unanimously.

Brittnee and Karen will begin to create staff reports similar to Amy and Diane's program reports.

Minutes: Dave Erwin moved to approve the August 17th minutes with the proposed changes to attendance and county name change. 2nd by Rhonda Clough. Carried unanimously.

Auditing Report/Vouchers: The auditing report and vouchers were reviewed.

Dave Erwin moved to approve the **Extension Operating vouchers**, numbered 4428-4453 plus EFT's. 2nd by Rhonda Clough. Carried unanimously

Dave Erwin moved to accept the **Extension Operating Checking Account Reconciliation** with a balance of \$291,687.69 at Washington State Bank, the cash box balance of \$20, \$10,108.16 in CD's at Federation Bank for Bows & Bullets 4-H Club and the Agency Mental Health Account Balance of \$14,965.51 2nd by Rhonda Clough. Carried unanimously.

Ann Williams moves to approve a maximum overtime limit for Brittnee Schneider at 125 hours/year, and 90 hours/year for Karen Bates-Chabal. 2nd by Donna Palmer . Carried unanimously.

List of Volunteers: Donna Palmer moves to approve the updated volunteer list. 2nd by Rhonda Clough. Carried unanimously.

The personnel committees from Washington and Johnson counties met September 8th to discuss the timeline of sharing Brittnee Schneider. Margaret Brinning moves to approve that Washington County will continue to share Brittnee Schneider with Johnson County, and will revisit again in January. 2nd by Duane Hammen. Carried unanimously.

Staff along with Ann and Duane met with fair board to discuss adding-on to the existing extension building in the future. Potentially looking into a 2-5-year plan.

Council will not meet in October due to harvest. Council will meet next in November.

Adjournment: Donna Palmer moved to adjourn at 7:42p.m. 2nd by Rhonda Clough. Carried unanimously.

Sue Janecek, Secretary

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