

**Washington Council Extension Council Minutes**  
**Regular Meeting Date: September 17, 2018**

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

**Roll Call** Kathy Ebert, Margaret Brinning, Sue Janecek, Dave Erwin, Donna Palmer, Dennis Lampe  
Others: Gene Mohling, Nancy Adrian Absent: Cathy Rich, Duane Hammen. Ann Williams

**Minutes:** **Margaret Brinning** moved to approve the July 16 minutes. 2<sup>nd</sup> by Sue Janecek Carried unanimously.

**Auditing Report/Vouchers:** The auditing report and vouchers were reviewed by Margaret Brinning, Kathy Ebert and Donna Palmer.

August Vouchers: Donna Palmer moved to approve the **Extension Operating vouchers**, numbered 2947-3111. 2<sup>nd</sup> by Sue Janecek Carried unanimously

July 31: Donna Palmer moved to accept the Extension **Operating Checking Account Reconciliation** with a balance of \$236,088.34 and the cash box balance of \$20. 2<sup>nd</sup> by Sue Janecek. Carried unanimously. Receipts and deposits reviewed by Margaret Brinning.

September Vouchers: Donna Palmer moved to approve the **Extension Operating vouchers**, numbered 3112-3148. 2<sup>nd</sup> by Sue Janecek Carried unanimously

August 31: Donna Palmer moved to accept the Extension **Operating Checking Account Reconciliation** with a balance of \$199,403.93 and the cash box balance of \$20. 2<sup>nd</sup> by Sue Janecek. Carried unanimously. Receipts and deposits reviewed by Margaret Brinning.

**List of Volunteers:** Dave Erwin moved to approve the list of volunteers. 2<sup>nd</sup> by Dennis Lampe Carried unanimously May be approved by the County Director and all successfully screened volunteers may provide services immediately at the completion of screening.

Program Update: New leader orientations are taking place in the Clover Kid arena. Donation from Kalona Rotary was received. Booths will held at Lincoln and Keota Meet the Teacher Nights. Kids in the Kitchen Grant was awarded for \$657 from Brinton Trust. Kids in The Kitchen plans include a series of meeting and programs through next April. STEM Club meetings for 2018-2019 are scheduled for Highland, Lincoln and Keota Elementary. A summary of the summer camps was provided. Received \$5890 from the Governor's Scale Up Grant towards middle school STEM curriculum.

Office Report was provided by Nancy Adrian. Several beginning farmer meetings have been hosted. Early 4-H enrollments are coming in. Beef producers are working with Extension on a BQA certification (Tyson requires certification). Ag Team meeting, staff shared comments about the concerns over the financial status of producers.

Dennis Lampe moved to approve the withdrawal of \$657 from the endowment fund. 2<sup>nd</sup> by Sue Janecek. Carried unanimously (Brinton Trust Funds)

Ag in The Classroom interviews were held. After discussion we plan to build better connections in the schools and seek a new candidate later this fall/early winter.

Signature on Checks: Nancy Adrian proposed that only one signature on checks be required. Donna Palmer moved to require only one signature on checks. 2<sup>nd</sup> by Margaret Brinning Carried unanimously

100 Year Celebration-will be scheduled for October 11 at the Farmer's Market.

4-H Checking Accounts: Staff shared all the materials on line concerning the accounts and answered questions.

Time Clock Plus: management is going well.

The post fair meeting was held September 13.

Sue Janecek moved to approve paying the OJT student \$7.25 per hour. 2<sup>nd</sup> by Donna Palmer Carried unanimously

IECA <https://www.iaextensioncouncils.org/> Winter training to be offered for Council members in December; IECA annual conference under development for March 30, 2019.

Adjournment: Margaret Brinning moved to adjourn at 7:40 p.m. 2<sup>nd</sup> by Donna Palmer. Carried unanimously.

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Sue Janecek, Secretary