

Notice of Organizational Meeting of the Wayne County Agricultural Extension Council

In compliance with the County Agricultural Extension Law, the organizational meeting of the Wayne County Agricultural Extension Council will be held at 6 p.m. on the 17th day of January, 2024 at 220 E. Jefferson Street in Corydon, Iowa.

If your council is also providing an online meeting option, note the connection information here:

Time: Jan 17, 2024 06:00 PM Central Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to start or
join. <https://iastate.zoom.us/j/95237686108?pwd=NDdsRzBTaThSYkg3Y0wwS2JlRmxYdz09>
Or, go to <https://iastate.zoom.us/join> and enter meeting ID: 952 3768 6108 and password: 635034

Join from dial-in phone line:

Dial: +1 309 205 3325 or +1 312 626 6799

Meeting ID: 952 3768 6108

Participant ID: Shown after joining the meeting

It is important that all members attend this meeting.

Organizational Meeting includes the following:

- Call the meeting to order
- Approval of agenda
- Election of extension council officers
- Regular council meetings date and time
- Public notice of meetings
- Council committee assignments
- Appointments to other boards and committees
- Approval of master volunteer list
- Approval of provisional volunteers
- Designate custodian of public record and open record requests
- Official newspapers
- Fiscal procedures
 - Depository
 - Agency account (most counties do not have this)
 - Authorization for signing checks and electronically transferring funds
 - Bonding of treasurer and staff

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Approval of county fiscal policy

Approval of financial reports to come before the council at each meeting

Approval of county personnel policy

Approve meeting method

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The regular monthly meeting is held after the organizational meeting agenda.

Agenda includes:

Public Comments The Wayne County Extension Council allows time for the public to present information or opinions on any topic to the elected council. Each participant will be limited to five (5) minutes. This is not a discussion with the council and no action will be taken at this meeting. Ideas shared may become agenda items at future meetings. No defamation of character or profanity 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. The person addressing the council will be required to share their name and address. The extension council chairperson has the right to modify or combine speakers if the same information or opinion is being delivered.

Regular Meeting Agenda

- a. Call the meeting to order**
- b. Roll Call and Introductions**
- c. Approval of agenda**
- d. * Public forum**
- e. Secretaries Report / Approval of minutes from November 21, 2023.**
- f. Treasures Report / Approval of financial reports & vouchers**
November - Vouchers # 12954 - 12980 and EFT's of \$ 2108.92,
December - Vouchers # 12981 - 13004 and EFT's of \$ 6,349.06
- g. Other Reports (5 minutes or less)**
 1. Staff & Program Specialists (OA, CYC, PABS)
 2. Extension Council Committees
 - a. Building / Grounds
 - b. Fiscal/Legal
 - c. Personnel
 - d. Programming
 3. Regional Director
 4. Iowa Extension Council Association
 5. 4-H & Youth Committee
 6. Fair Board
- h. Unfinished Business**
 - a. Consideration of Foodstand Bid
- i. New business**
 1. Consideration of Work Budget
 2. Consideration of Personnel Policy Updates; weather related closings
 3. Consideration of Fiscal Policy Updates
 4. Consideration of Summer Assistant Position
 5. Review of Stakeholder Report

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j. Agenda Items for next meeting

- a. Consideration of Fee for Out of County Weigh-in
- b. Consideration of County Funding for Participant Scholarships -Human Sciences

k. Date/Time/Location of next meeting

_____ day, February _____, at _____ p.m., at the Wayne County Extension Office

l. Adjourn

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