

WAYNE COUNTY EXTENSION COUNCIL MEETING
To be Held at the Extension Office, 220 E. Jefferson St., Suite #1
MINUTES

Wednesday April 20th, 2022
at 6:30 p.m.

- I. Call the Meeting to Order – Nicole called the meeting to order at 6:30pm
- II. Roll Call and Introductions- Nicole, Dave, Mark, Bridget, Kari, Melissa (Council), Courtney (ISU RD), Colt, Syerra (Extension Staff), and Dan May (Fair board rep)
- III. Approval of the Agenda –
Moved by Mark_____ Seconded by Dave_____ Motion carried _6_ to 0__
- IV. Open Forum – an opportunity for any public to speak
- V. Secretary's Report –Secretary
 - a. Approval of minutes from March 16th, 2022
Moved by _____Dave_ Seconded by ___Nicole___ Motion carried _6_ to _0__
- VI. Treasurer's Report Treasurer
 - a. Approval of Vouchers 12403- 12433 and EFTs of \$9,975.66 Moved by Bridget_____
Seconded by Kari_____ Motion carried _6_ to _0__
 - b. Review of financial reports for March 2022
- VII. Reports: **5 minutes or less if possible**
 - a. Staff and program specialists: OA, GSF, PABS, CYC
 - b. Extension Council Committee
 - Building/Ground- stump grinding may cause damage (neighbor's yard)
 - Fiscal/Legal- haven't met
 - Personnel- interviews for Summer Assistant position
 - Programming- haven't met

- c. Regional Director-Looking for Iowa Extension Council member from region 25, 3 year term, 2 in person meetings a couple via zoom, mileage reimbursement, any volunteers?

Shown Nominating Committee video- Council needs to appoint committee of 2 men and 2 women to recruit a diverse group of council nominations

For council election processes and resources see the link below:

<https://www.extension.iastate.edu/countyservices/extension-council-elections-instructions-and-forms>

Pat Swartzlander was mentioned as a potential nominating committee member to ask

- d. 4-H and Youth Committee- Melissa.
- e. Fair Board, Mark- 3 scholarships being awarded \$400, \$300, and \$300. Working on Hall of Fame nominations by May 31st. Next meeting May 5th.

VIII. Unfinished Business

- a. Consideration of New Council Member to replace Lancaster
Mark moved to accept Lindsey Westphal as a new Council Member to replace Lancaster, Melissa seconded, approved unanimously
- b. Consideration of New Council Member to replace Head
Mark moved to approve Sarah Franzkowiak to replace Head as a new Council Member, Melissa seconded. Approved unanimously.
- c. Consideration of Summer Assistant Position
Mark moved to accept the Personnel Committee's recommendation to hire Dana Davis as the Summer Assistant at \$12 per hour for up to 280 hours, Kari seconded, Melissa abstained from voting, approved unanimously.

IX. New Business

- a. Consideration of Acceptance of the State Audit and County Exit Report
Council members reviewed County and State Audit reports
- b. Consideration of approval of the Employee Assistance Program
Mark moved to pay for all employees every year. Dave seconded, approved unanimously
- c. Consideration of IECA Membership
Mark moved to renew IECA membership, Melissa seconded. Approved unanimously
- d. Consideration of Furniture in Donna Donald's Office
The furniture is University property so it cannot be given to the Extension Council. Deb, Donna, and Gene all agreed to leave the furniture for the Regional Director to use as they are University employees. Council acknowledged that the office furniture in Donna's office is University property.
- e. Consideration of Food stand Agreement
Nicole moved to approve the agreement with Truett Pershy to rent the food stand. He will pay \$2000 up front and \$2000 after the fair- total of \$4000. Council will provide 10 fair

passes for his employees. If it's a good profit year, Truett may give a bonus which Extension will split with the fair board. (be proactive about checking the food stand needs prior to opening day)

f. Consideration of Copies at the Fair

Dan May spoke about usage and cost of having a copy machine out at the fair during county fair. Proposed cost share to council. Kari moved that Extension will cover \$300 of copy machine rental fee and the cost of paper for copies at the 2022 Wayne County Fair. Dave seconded. Approved unanimously

X. Agenda Items for Next Meeting

PABS
Nominating Committee

XI. Date/Time/Location of Next Meeting

___Wednesday, May 18th, 2022_____ at 6:30 pm at the Extension Office

XII. Adjourn 7:52pm

Extension Council Secretary

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