

# IOWA STATE UNIVERSITY

## Extension and Outreach

**MINUTES FROM THE MEETING OF  
WAYNE COUNTY AGRICULTURAL EXTENSION COUNCIL  
TUESDAY, JUNE 20, 2023 AT 6:30 PM  
WAYNE COUNTY EXTENSION OFFICE  
220 E. JEFFERSON ST, CORYDON, IA 50060**

The regular monthly meeting of the Wayne County Agricultural Extension Council was held on June 20, 2023 at the Wayne County Extension Office in Corydon, Iowa.

Mark, called the meeting to order at 6:34 with the following council representatives present:

<u>        </u> Nicole Lutz-Polsdofer	<u>        </u> Melissa Dyer
<u>  X  </u> Mark Winslow	<u>        </u> Kari Dodson
<u>  X  </u> Bridget Davis	<u>  X  </u> Lindsey Westphal
<u>  X  </u> Sarah Franzkowiak	<u>  X  </u> Kristy Knutson
<u>        </u> Dave Daughton	

Others Present were

Denise Hutchison, X Camryn Jacobsen X Courtney Chapman, X Courtney May, X Kaitlyn Deahl, X

**I. Approval of agenda**

Motion by Kristy, second by Sarah.

Vote was favorable 5 to 0

**II. \* Public forum** No public present

**III. Secretaries Report / Approval of Minutes** from May 3, 2023

Motion to approve the minutes as printed was made by Kristy, second by Lindsey. Vote was favorable 5 to 0

**IV. Treasurers Report/Approval of Financial Reports & Vouchers**

April - Vouchers # 12758-12782 and EFT's of \$1,100.35

May - Vouchers # 12783-12806 and EFT's of \$5,135.27

Review of Financial reports from April and May

Motion to approve April financial reports and vouchers was made by Bridget, second by Kristy.

Vote was favorable 5 to 0. Motion passed.

Bridget moved to approve Revenue and expense summary for May.

Lindsey seconded this, and all in favor 5 to 0, motion passed.

**V. Other Reports** (5 minutes or less if possible)

1. Staff & Program Specialists (OA, CYC, PABS)
  - a. Courtney Chapman – Youth Program Specialist
2. Extension Council Committees
  - a. Building/Grounds— nothing to report
  - b. Fiscal/Legal-- **Nothing to report**
  - c. Personnel— Recommendation to be discussed later.
  - d. Programming— Nothing active at the moment
3. Regional Director—
4. Iowa Extension Council Association
  - a. Council Education-Consent Agenda - We can view at a later time, or online.
5. 4H & Youth Committee— Next meeting July 6th. Syerra will make recommendations on what to do with funds related to clubs that are no longer active.
6. Fair Board— Looking forward to fair: Royalty, Ribbons and Rodeo!

**VI. Unfinished Business**

- a. Consideration of Wages for FY24

Discussion: Recommendation from the Personnel committee: Approve 4% raise for Katelyn Deahl and Denise Hutchison from \$16.00 to \$16.64 per hour, Syerra Ewing from \$20.00 to \$20.80 per hour for bookkeeping, and for PABS the raise is from \$18.00 an hour to \$18.72 per hour. This will go into effect July 1st. Pat Schwartzlander would have her part time reimbursement raised from \$10-\$15. This will add \$4,200 to the budget for wages, but it is already approved in the budget.

Motion by Kristy, second by Lindsey.

Vote was favorable 5 to 0

- b. Consideration of Roof Repair

Discussion: Accept the bid from Commercial Roof Coatings for \$12,420.00 to begin as soon as possible.

Motion by Lindsey, second by Kristy.

Vote was favorable 5 to 0

**VII. New business**

- a. Approval of Regional Contract

Discussion: Enter into agreement with Iowa State University that Courtney May would be housed as regional director at Wayne County Extension office, and extension will receive payment annually for this space.

Motion by Kristy, second by Lindsey.

Vote was favorable 5 to 0

**b. Consideration of Taste of Summer 101 Sponsorship**

Discussion: Provide sponsorship for Taste of Summer 101 Sponsorship.  
Approval of the funds already allocated in the budget

Motion by \_\_\_\_\_ Kristy \_\_\_\_\_, second by \_\_\_\_\_ Lindsey \_\_\_\_\_.

Vote was favorable 5 to 0

**c. Consideration of Staff OT for County Fair**

Discussion: History: Katlyn had 63.7 hours last year for the first week of fair, not including Sunday and Monday. This is mainly for Katlyn, possibly Denise. Office Staff Meeting July 10th to plan schedules for the fair. Once a work schedule is made, it would verify what the hours are being used for.

Motion to approve the work plan schedule with verification of what work is being done.

Motion by \_\_\_\_\_ Kristy \_\_\_\_\_, second by \_\_\_\_\_ Lindsey \_\_\_\_\_.

Vote was favorable 5 to 0

**d. Consideration of Negative Program Accounts**

Discussion:

Several accounts negative

Youth and 4-H -\$604

4-H only nonfee -\$615

County fair account -\$618

Clover kids negative \$651

4-H and kids undesignated -\$699

Community undesignated (CED) -\$399

Motion to use Tax sub fund dollars to clean up negative program accounts as required.

Motion by \_\_\_\_\_ Sarah \_\_\_\_\_, second by \_\_\_\_\_ Kristy \_\_\_\_\_.

Vote was favorable 5 to 0

**e. Consideration of Shared Copy Machine for County Fair**

Discussion: Last year the total cost was \$600 that we split with the Fair Board.  
Rental fee for the machine this year is \$380.

Our portion comes up to \$190 plus paper.

Motion by \_\_\_\_\_ Mark \_\_\_\_\_, second by \_\_\_\_\_ Kristy \_\_\_\_\_.

Vote was favorable 5 to 0

**VIII. Agenda Items for next meeting**

- a None
- b.

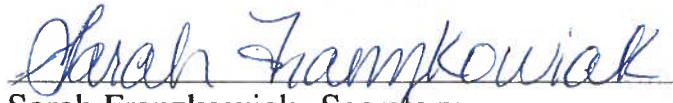
**IX. Adjourn**

Motion by \_\_\_\_\_ Kristy \_\_\_\_\_ second by \_\_\_\_\_ Lindsey \_\_\_\_\_ to adjourn  
at \_\_\_\_\_ 8:19 \_\_\_\_\_ PM Vote was favorable \_\_\_\_\_ 5 \_\_\_\_\_ to \_\_\_\_\_ 0 \_\_\_\_\_

Date/Time/Location of next meeting –

Tuesday, August 15th, @ 6:30pm, At the Wayne County Extension Office  
(Regularly -3<sup>rd</sup> Tuesday of each Month at 6:30pm)

This meeting may be cancelled depending on agenda items



**Sarah Franzkowiak- Secretary**

Sarah Franzkowiak - Wayne County Extension Council Secretary