

## Notice of Meeting & Public Hearing of the Wayne County Agricultural Extension Council

In compliance with the County Agricultural Extension Law, the meeting and FY24 Budget Public Hearing of the Wayne County Agricultural Extension Council will be held at 6:30 p.m. and 6:45 p.m. respectively on the 16th day of February 2023. Due to inclement weather and hazardous travel conditions, this meeting will be held virtually. The public is welcome to attend by logging in and using the link provided or calling by telephone.

Please click this URL to start or join by copying and pasting it into your browser  
<https://iastate.zoom.us/j/93933793010?pwd=Y3l3OW5CUWpCeXNzQzIRSCtRdWhWUT09>  
Join from dial-in phone line: Dial: +1 646 876 9923 or +1 646 931 3860  
Meeting id and password if requested enter ID: 939 3379 3010 and password: 145187

It is important that all members attend this meeting.

- I. Call the Meeting to Order at 6:30 by Chair Nicole Polsdofer
- II. Roll Call and Introductions Eugene Mohling, Dave Daughton, Kaitlyn Deahl, Mark Winslow, Nicole Polsdofer, Bridget Davis, Denise Hutchison, Lindsey Westfall, Melissa Dyer, Sarah Franzkowiak.
- III. Approval of the Agenda of the organizational and regular meeting Moved by Dave, Second by Mark. All in favor, motion passed 7-0.

Meeting includes the following:

Open Forum – an opportunity for any public to speak

*The Wayne County Extension Council allows time for public forum, where the public may present information or concerns to the council. Each participant will be limited to 5 minutes. If your concern is not listed in the agenda below there will be no action taken at this meeting, but concerns may be an agenda item at future meetings. No defamation of character or slander 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.*

No one was present from the public to speak.

### V. Secretary's Report

Consideration of minutes from Jan, 2023

Moved by Mark. Seconded by Bridget. Motion carried 7 to 0

### VI. Treasurer's Report

a. Approval of Voucher #12672-12697 and EFT total of \$3911.33

b. Review/approval of financial reports for January 2023

Moved by Dave Seconded by Melissa. Motion carried 7 to 0.

**Motion to recess regular Council Meeting by Mark at 6:45 P.M. for FY'24 Public Hearing. Dave seconded, all in favor, motion passed 7-0.** Chair- "This is the time and place set for the FY2024 public hearing on the Wayne County Extension Budget. The notice of the public hearing did appear in the *Corydon Times Republican* not more than 20 days and not less than 10 days before the hearing as required by law on January 27, 2023. Are there any objections or comments concerning the budget?" Comments must include person's name and address and be duly recorded. (Council members' questions or comments should wait until the hearing is closed and regular meeting resumes, this period is for public input) If no one asks to speak the chair instructs the secretary to note that in the minutes. Chair requests a motion to close the public hearing. Dave moved to close the public hearing and Melissa seconded it. All in favor, motion passed 7-0.

## **Chair reopens recessed meeting.**

### **Reports:**

- a. Staff and program specialists: OA, CYC
- b. Extension Council Committee –  
Fiscal/Legal-  
Personnel –  
Programming
- c. Regional Director
- d. Iowa Extension Council Association  
IECA Virtual Conference Feb. 2 and 7  
IECA Fiscal Training for Council Members (Marion, Knoxville, Washington)
- e. 4-H and Youth Committee
- f. Fair Board

### **VIII. Unfinished Business**

Consideration of MOU (Review and Approval) Dave moved to approve MOU with Addendum one. Mark seconded. All in favor, motion passed 7 to 0.

Consideration of Fiscal Policy (may be tabled) - tabled

Consideration of Office Policy (may be tabled) - tabled

Consideration of Background Checks for Council Members - tabled

Consideration of List of Volunteers - Mark moved to approve the list of volunteers. Dave seconded and motion passed 7 to 0. New volunteers are Kate Lane and Dillon Lane.

Consideration of meeting requirements, Roberts Rules of Order. Gene reminded the council that we need to have a quorum for meetings, use motions and seconds, and have votes on important decisions, following Roberts Rules of Order.

Wages for FY24 (may be tabled) - Tabled

Consideration of pay raise for Alitha Jellison - Dave reported that the Personnel committee had met with Alitha. She has been working approximately 3 hours a week on weekends since December 2018 with no raise. She is paid \$15 per hour. The recommendation from the personnel committee is to give her a raise of \$2.50 per hour. This is a 16% raise. It may seem high, but considering she hasn't had a raise in over four years of service, it seems fitting. Mark moved to adopt the personnel committee recommendation of raising the pay for Alitha Jellison by \$2.50 to \$17.50 per hour. Lindsey seconded, all in favor, motion passed 7 to 0.

Consideration of renewing Prairie Trails Wellness Center Membership - Denise received an invoice for an annual membership for \$450 for two employees. Sue Darrah said the membership will honor three employees for the same price. Denise will check with office staff and see who would like to take advantage of this benefit and report back next meeting. If it will be used, we plan to continue the membership.

### **IX. New Business**

#### **Education**

Bridget moved that the FY24 operating budget draft be approved for \$182,007 in expenditures with a tax request of \$134,000 with \$131,664 from property tax and \$2336 from utility excise tax. Seconded by Melissa. Approved 7 to 0.

### **Unemployment**

Bridget moved that the FY24 unemployment budget draft be approved for \$7427 in expenditures with a tax request of \$0 with \$0 from property tax and \$0 from utility excise tax. Seconded by Melissa. Motion carried \_\_\_\_7 to 0.

### **Tort**

Bridget moved that the FY24 tort budget draft be approved for \$4000 in expenditures with a tax request of \$4000 with \$3932 from property tax and \$68 from utility excise tax. Seconded by Melissa. Motion carried 7 to 0.

b. Consideration of Summer Assistant(s)  
Agenda Items for Next Meeting

Date/Time/Location of Next Meeting - Third Tuesday, March 21st at 6:30 pm.  
Adjourn 7:28pm

*Sarah Franzkowiak*

Secretary Sarah Franzkowiak

This institution is an equal opportunity provider. For the full non-discrimination statement or accommodation inquiries, go to [www.extension.iastate.edu/diversity/ext](http://www.extension.iastate.edu/diversity/ext).