

WAYNE COUNTY EXTENSION COUNCIL MEETING
To be Held at the Extension Office, 220 E. Jefferson St., Suite. #1
June 20th, 2019, at 6:30 p.m.

- 1) Call the Meeting to Order – **Rockhold @ 6:34pm**
 - 2) Roll Call and Introductions – **Bridget Davis, Nicole Polsdofer, Brad Head, Kari Dodson, Dan Rockhold, Sue Henderson**
 - 3) Approval of the Agenda – **Rockhold; Polsdofer moved, Davis Seconded, approved 5-0.**
 - 4) Open Forum – an opportunity for any public speak. **None**
 - 5) Secretary's Report – **Dodson**
Approval of minutes from May 16 and May 30
Motion made to make a change (Davis abstained in meeting regarding Martley vs being a no)
Moved by ____Polsdofer____ Seconded by ____Davis____ Motion carried ____5____ to ____0____
 - 6) Treasurer's Report - Dan Rockhold, Acting Treasurer
 - a. Approval of Vouchers – checks #11308 to #11345 and Electronic Fund Transfers for \$2786.84 .
Moved by ____Polsdofer____ Seconded by ____David____ Motion carried ____5____ to ____0____
 - b. Review of financial statements – **Sue is going to run a report on non-fee project activities to see what is there, no questions other than 1028.61% variance in May raised some concerns.**
- VII. Reports: **5 minutes or less if possible**
- a. Staff and program specialists: OA, CYC, GSF, Pick a Better Snack
Council read reports. Keep up the good work.
 - a. Extension Council Committee
 - a. Building/Grounds – Gas repair update - **Nothing to report. Dyer was checking on this and she was absent tonight.**
 - b. Personnel – **Sean is due for his 6 month review. Will get scheduled soon.**
 - c. Fiscal/Legal – **Nothing to report**
 - d. Programming – **Nothing to report**
 - b. Regional
Sue's supervisor, Bob Dodds is retiring end of the month. Looking for an interim to be appointed soon.
 - c. Iowa Extension Council Association
Council Orientation is March 28, 2020. Sue advised be good for members to attend.

- e. 4-H and Youth Committee

On agenda

- f. Fair Board, Mark

Mark was not present for meeting. Superintendents need to be screened for next year.

Unfinished Business

- a. Consideration of gutters – estimate received – **Bid accepted from Dennis Clayton to clean out gutters for a rate of \$50.**
Moved by _____ Poldofer, Seconded by _____ Davis, Motion carried _____ 5-0
- b. Consideration of fiscal policy about credit cards – Will Hy-Vee provide a charge account?
Hy-Vee will allow for a charge account. All cards need turned in and cancelled except for one by August 15th. It will be kept in the safe at Hy-Vee. Clubs/staff will need to turn in a signed receipt when something is purchased. Moved by ___ Poldofer, Seconded by ___ Davis ___ Motion carried 5-0

New Business

- a. Consideration of Office Assistant Job Description, ad and hiring timeline
Ad going in the Corydon Times Republican June 25th and July 2nd, put on Extension webpage and pushed on Facebook. Applications accepted until July 9th and can be sent to Kari Dodson at karidodson11@gmail.com Personnel committee will start interview process the week of July 15th and future candidate will start August 1. Moved by ___ Poldofer, Seconded by ___ Head, Motion carried _____ 5-0
- b. Consideration of Council Treasurer – **Bridget Davis nominated and she accepted.**
Moved by ___ Poldofer, Seconded by ___ Dodson, Motion carried _____ 5-0
- c. Consideration of 4-H endowment – **Motion to approve County Endowment Agreement Addendum**
Moved by ___ Head, Seconded by ___ Poldofer, Motion carried _____ 5-0
- d. Consideration of fair hours for staff (SH 6/12/19) – **Council discussed and reviewed last years hours. Motion made to approve 65 hours for the week of the fair for Sean with an additional OT (if needed). Contact Melissa Dyer for approval of up to 80. Moved by _____ Poldofer, Seconded by ___ Head, Motion carried _____ 5-0**
- e. Consideration of new volunteers (SH 6/12/19) – **Sonya Wallace was approved as a new volunteer. Moved by ___ David, Seconded by ___ Poldofer, Motion carried _____ 5-0**
- f. Consideration of Food Stand Manager Contract (SM 6/17/19 – **Council discussed and would like to see the food stand contract next year in January for changes to be made. Truett Pershy's bid of \$4500.00 plus 20% payout for any profit over \$8000.00 was accepted. Moved by ___ Head, Seconded by ___ Dodson, Motion carried _____ 5-0**
- g. Consideration of hanging extension sign – **Council wants Pat Swartzlander to call Chris Furlin at Good Ol Days to see if he would be interested in hanging sign.**
- h. Consideration of Personnel Handbook revisions – **New revisions accepted. Moved by ___ Poldofer, Seconded by ___ Head, Motion carried _____ 5-0**

Agenda Items for Next Meeting

Raises after reviews, copy machine costs, Lockridge networks for internet/phone, accept resignation of council member and bring ideas for new member to next meeting.

Date/Time/Location of Next Meeting:

July 18th, 2019 at 6:30pm via phone regarding new council member and new office assistant.

Adjourn at **7:57pm**

Posdofer moved to ajourn. Seconded by Dodson. Motion passed 5-0.

Kari Dodson, Extension Council Secretary

... and justice for all

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