

WAYNE COUNTY EXTENSION COUNCIL MEETING
To be Held at the Extension Office, 220 E. Jefferson St., Suite #1
Wednesday October 16th, 2022
at 6:30 p.m.

- I. Call the Meeting to Order – 6:33 By Mark.
- II. Roll Call and Introductions- Mark Winslow, Sarah Franzkowiak, Dave Daughton, Melissa, Syerra, Kaitlyn, Courtney, Lindsey Westphal, and Nicole Polsdopher on the phone.
- III. Approval of the Agenda –
Moved by Dave, Seconded by Melissa. Motion carried 5 to 0.
- IV. Open Forum – an opportunity for any public to speak. None Present
- V. Secretary's Report –Secretary
 - a. Approval of Minutes from August 17th, 2022
Moved by Melissa Seconded by Lindsey. Motion carried 5 to 0.
 - b. Approval of Minutes from October 5th, 2022
Moved by Dave Seconded by Melissa. Motion carried 5 to 0.
- VI. Treasurer's Report Treasurer
 - a. Approval of Vouchers 12520-12605 and EFTs of \$7906.20 _____
Moved by Dave Seconded by Melissa. Motion carried 5 to 0
 - b. Review of financial reports for July-September 2022
- VII. Reports: **5 minutes or less if possible**
 - a. Staff and program specialists: OA, GSF, PABS, (Tan sheet) Syerra CYC (gold sheet) Kaitlyn
 - b. Extension Council Committee – Mark
 - Building/Ground- sink hole; considering coating the roof ~\$8,000
 - Fiscal/Legal Mark - need to meet in November
 - Personnel- Dave, Melissa - Ag in the classroom, advertised for OA, special meeting 5th
 - Programming- Servsafe Feb 7; planning a women keeping farm finances program. Township trustee training; training for daycare/childcare.
 - c. Regional Director- Shared Year in review from IECA Book; two-way scorecard survey, pick a better snack
 - d. 4-H and Youth Committee-
 - e. Fair Board, Mark-
- VIII. Unfinished Business
 - a. Consideration of Building Coverage - We are insured for \$431,000 for 2357 sq. ft.
Recommendation is increase coverage to \$712,000 which will raise premium by roughly \$1,600.
Mark moved to raise the coverage to the recommended coverage value. Dave seconded, and motion carried 6-0.
 - b. Consideration of Work from Home Policy of hours worked. Dave moved to amend 8 hours to 20% for work from home policy, and to strike bullet point 4 on 2nd page. Melissa Seconded the motion and the motion carried 6-0.
 - c. Consideration of flex hours for Syerra until OA is hired and pay rate: Kaitlyn will pick up some time when Syerra is out, for 3-4 weeks - Dave approved \$18/hour for 40 hours for Syerra's flex hours. Lyndsey Seconded the motion, and the motion carried 6-0.
- IX. New Business

- a. Consideration of Benton Battler 4-H Club Bank Account Closing and Money Order to Extension
Lyndsey moved to close the Benton Battler 4-H club bank account and let the money go to wayne county ISU Extension and outreach office. Dave seconded the motion, and it carried 6-0.
- b. Consideration of new volunteers: Dave moved to approve Jason and Christy Allen and Caitlin McClain. Lyndsey seconded, and the motion carried 6-0.
- c. IECA Benefits Survey - It was recommended that ISU Extension employees have better access to affordable health care coverage.
- d. Civil Rights Training - 20 minute training.

X. Agenda Items for Next Meeting

Tiffany wants to know what rate to pay Syerra (\$18 for pick a better snack, \$20 for bookkeeping) for holiday.

XI. Date/Time/Location of Next Meeting

November 16th at 6:30 pm at the Extension Office

XII. Adjourn Melissa Moved to adjourn at 7:56pm. Lyndsey Seconded, all in favor 6-0 motion carried.


Extension Council Secretary