

## WAYNE COUNTY EXTENSION COUNCIL MEETING

### Minutes

Thursday, April 15, 2021, at 6:30 p.m.

Time: Apr 15, 2021 06:30 PM Central Time (US and Canada)

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<https://iastate.zoom.us/j/98646823309?pwd=VDRGRnRwMnpsUThMbXhuYVpOTzN5Zz09>

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Meeting ID: 986 4682 3309

Participant ID: Shown after joining the meeting

International numbers available: <https://iastate.zoom.us/u/ab17Hw1Oqf>

- I. Call the Meeting to Order – Nicole called the meeting to order at 6:34 pm
- II. Roll Call and Introductions – Brad Head, Nicole Polsdofer, Kari Dodson, Mark Winslow, Melissa Davis-Dyer, and Bridget Davis (Council Members) Sue Henderson (Regional Director), Courtney Chapman (YPS), Sara Gillum and Syerra Niday (Extension Staff)
- III. Approval of the Agenda – Brad motioned Melissa seconded approved 6 to 0
- IV. Open Forum – an opportunity for any public to speak  
N/A
- V. Secretary's Report – Lutz- Polsdofer, Secretary  
Approval of minutes from March 18, 2021  
Moved by \_Mark\_ Seconded by \_Brad\_ Motion carried 6 to 0
- VI. Treasurer's Report – Davis, Treasurer
  - a. Approval of Vouchers 12039 –12078 Moved by \_\_Bridget Seconded by \_\_Mark\_\_ Motion carried 6 to 0
  - b. Review of financial reports for March, 2021

Guest : Courtney Chapman, Region 25 Youth Program Specialist  
Presented on Wayne County 4-H and Youth statistics  
Applauded Sara for all her work and success especially during COVID-19.  
Needs and challenges: Recruitment of youth participation, volunteers and leaders.  
Vision for Wayne County 4-H: More enrollment. 2 very large clubs and a couple much smaller clubs. PABS help with sharing 4-H opportunity.

- VII. Reports: **5 minutes or less if possible**
  - a. Staff and program specialists: OA, GSF, CYC, PABS  
June 17<sup>th</sup> 4-H fundraiser supper with Thelma (same day as council meeting)

b. Extension Council Committee –

Building/Grounds- Bathroom door that doesn't stay shut. Corner of the building falling away. Will try to address. Bathroom is locked in between offices.

Fiscal/Legal- will have a meeting about carryover

Personnel- Letters of Resignation- Ashley and Nancy

Programming- results from Chamber (Quickbooks subsidizing)

c. Regional Director- Iowa University and IDPH partnering with other land grant universities - Extension is helping to get the word out about Vaccine Education webinars.

2-way scorecard due April 19<sup>th</sup>

Retiring June 30<sup>th</sup>.

d. 4-H and Youth Committee- n/a

e. Fair Board, Mark- Fair book changes discussed - Books will be out by May 1st

VIII. Unfinished Business

a. Consideration of renter for front office- WCF looked at it. \$450 per month and use of the meeting room.

b. Consideration of sub office assistant- calendar for June, July, and August shows Pat, Karryn, personnel will meet next week to talk about hours for Syerra while she's out of the office.

IX. New Business

a. Consideration of opening office- Kari motions to reopen the office, Nicole seconds, approved unanimously

b. Consideration of voluntary American recovery act leave-

Family's First Cares Act- Mandatory leave March-December, legal council at ISU said that there would be a tax credit on 941. Started to submit these and found out that government does not qualify. Family Rescue Plan now states government does qualify. It is still being written. This would be in effect April 1<sup>st</sup> through September 30<sup>th</sup> 2021. Tabled to a later date.

c. Consideration of subsidizing Master Gardener class - All now asynchronous learning and is online now- cost is \$195. County receives \$60 back to help cover the background screening. Mark moves to refund up to 8 participants \$100 for completing this program. Kari seconds. Approved unanimously.

d. Consideration of subsidizing Quickbooks class-Addressed at previous meeting

e. Consideration of project leader and superintendent for horses-

Cody Keller, Horse Superintendent, has resigned. Adult Committee recommends splitting up duties between Horse Superintendent and Horse Project Leader. Horse Superintendent would be in charge of duties at the fair. Horse Project Leader would be in charge of practices and safety meetings. Nicole has expressed interest being the Project Leader. Amber Fickes has expressed interest in joining back as the Superintendent. Sara was referred by Cody to another individual who turned down Horse Superintendent upon being asked.

Bridget motions to approve splitting the duties between Horse Superintendent and Horse Project Leader, Mark seconds, approved unanimously.

In the January meeting minutes Nicole was appointed as a non-voting member of the 4-H and Youth Committee as a liaison of the Extension Council.

f. Consideration of project leader and superintendent for dogs- Mark motioned to approve splitting the duties between a Dog Project Leader. Brad seconded. Approved unanimously.

g. Consideration of job description for superintendents

No current job description; the state is working on creating these. We don't have a timeline for when this will be done. Sara will reach out to other counties to see what descriptions they have- leaders and fair board can/will be involved in that process. She will present these at the next meeting.

X. Agenda Items for Next Meeting

Aurora guest

Nancy's and Ashley's resignation

Carryover

Recovery Act if more information

Job Description of Superintendent

XI. Date/Time/Location of Next Meeting

May 20<sup>th</sup> 6:30pm here at the Extension Office

XII. Adjourn 8:10 pm

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Nicole Lutz- Polsdofer, Extension Council Secretary

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