

WAYNE COUNTY EXTENSION COUNCIL MEETING

Held electronically due to COVID -19

Tentative Agenda

Thursday, April 16, 2020 at 6:30 p.m.

Please click this URL to start or join. <https://iastate.zoom.us/j/580380259>

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Meeting ID: 580 380 259

- I. Call the Meeting to Order – Rockhold, Chair
- II. Roll Call and Introductions
Sarah Jones, Dan Rockhold, Nicole Lutz-Polsdofer, Brad Head, Bridget Davis, Mark Winslow,
- III. Approval of the Agenda – Rockhold, Chair
Sara Jones moved, Nicole 2nd, motion approved unanimous
- IV. 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.
- V. Secretary's Report – Dodson, Secretary
Approval of minutes from February 27, 2020 and March 19, 2020
Moved by Mark Seconded by Bridget, Motion carried unanimously
- VI. Treasurer's Report – Davis, Treasurer
 - a. Approval of Vouchers 11678 –11742 and EFTs of \$5,266.87 (March) and \$3,991.86 (Feb) Moved by Brad Seconded by Sarah Motion carried unanimously
 - b. Review of financial reports through March, 2020

Statement made by Chair. This meeting was conducted by electronic means only because an in-person meeting is impossible or impractical. The Governor of Iowa's proclamations and various COVID-19 guidelines make it impossible or impractical to hold an in person meeting. This is allowed pursuant to Iowa Code Section 21.8.

Guest: Jenny Hargrove; Spoke about data for decisions makers related to program participation and school participations, including new programs for youth.

VII. Reports: 5 minutes or less if possible

- a. Staff and program specialists: OA, GSF, PABS, CYC, Joyce's Letter
OA – gave report; Grant writing class moved to online, now set on Monday April 20, held online, and will now be free. Attended annual conference online. Continuing outreach through facebook.
GSF – working on grants
PABS – working on job description.
CYC – communicating with 4H leaders, volunteers, fair board, families, regarding changes as a result of COVID-19. Circumstances and guidelines are changing frequently.
Joyce's letter. Retiring.
- b. Extension Council Committee –
 - Building/Grounds – discussed hooking up air conditioner and fixing concrete, building steps.
 - Fiscal/Legal – nothing.
 - Personnel- evaluations completed.
 - Programming – healthy and homemade rescheduled for June. Grant Writing being held online.
- c. Regional Director – hiring for districts under Structured for Success in process.
- e. 4-H and Youth Committee – waived 5 meeting requirement for 4-H members.
- f. Fair Board, Mark – circumstances are really

VIII. Unfinished Business

- a. Consideration of food stand manager contract – tabled;
- b. Consideration of group plan insurance for staff – reviewed status of possible policy selections; deadline of early June to have in effect by July 1; to be placed on May agenda; Motion to approve health plan designation, moved by Brad, second by Sarah, passed unanimously (except Bridget abstained due to conflict of interest)

IX. New Business

- a. Consideration of new volunteers – no new volunteers to consider
- b. Consideration of nominating committee – discussion had on possibilities for nominating committee members; Shelly Hornaday, Ashley Hoffman, Dave Daughton, Richard Mason – Motion to approve by Bridget, Nicole Second; motion unanimously;
- c. Consideration of air conditioning hook up (see quote from Southern IA Plumbing LLC); tabled, keep on agenda.
- d. Consideration of Wayne 4-H Scholarship split among 3 applicants. Will need additional \$50. Motion made to approve \$50 increase to split 4H scholarship among 3 applicants, Motion by Nicole Second by Mark; Motion carried unanimously;
- e. Consideration of SCICAP lease end (see letter) – Direction given to advertise space for rent.

- X. Agenda Items for Next Meeting AC, foodstand manager, MOU, copy machine, new lease;
- XI. Date/Time/Location of Next Meeting
- XII. Adjourn

Secretary,_____

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