

WAYNE COUNTY EXTENSION COUNCIL MEETING
To be Held at the Extension Office, 220 E. Jefferson St., Suite #1
Minutes
Thursday, September 19, 2019, at 6:30 p.m.

Call the Meeting to Order – Rockhold, Chair – **Rockhold called meeting to order at 6:31pm**

II. Roll Call and Introductions – **Those present, Polsdofer, Head, Davis, Rockhold, Dodson, Henderson and Sara Gillum, CYC. Dyer at 6:40pm**

III. Approval of the Agenda – Rockhold, Chair – **Moved by Polsdofer, Seconded by Davis. Motion carried 5-0**

IV. Open Forum – an opportunity for any public to speak - **None**

V. Secretary's Report – Dodson, Secretary (blue)

Approval of minutes from August 15, 2019

Moved by **Davis** Seconded by **Head** Motion carried **6** to **0**

VI. Treasurer's Report – Davis, Treasurer (green)

- a. Approval of Vouchers checks 11460 – 11500. Voided checks were 11463 and 11465. Electronic Funds Transfers for \$3,168.85 - **Exclude 000011365. Polsdofer commented that Long Creek Outfitters in Leon donated one horse buckle.**

Moved by **Head** Seconded by **Polsdofer** Motion carried **6** to **0**

- b. Review of financial reports for August

VII. Reports: **5 minutes or less if possible**

- a. Staff and program specialists: OA, GSF, Pick a Better Snack (yellow) – **Annual audit report can be found in county report online once it is finished. Pick Better Snack has training this week. Welcome to our new County Youth Coordinator, Sara Gillum. She attended meeting and gave her report.**

- b. Extension Council Committee –

Building/Grounds – **Nothing to report on gas repair. Remove from agenda/minutes. Hopefully we have a sign up! ☺**

Fiscal/Legal – **Nothing to report right now.**

Personnel – **Nothing to report**

Programming (orange) – **Thanks to Allred, Winslow and Niday for attending the Programming Meeting on September 11th.**

Ad Hoc policy review committee – **Committee met last week – Receipts need to be turned in within a few days, Office Assistance will be checking the credit card online every week to make sure receipts are in and cannot be saving credit card information in the website.**

- c. Regional Director – **Henderson talked about Structured for Success, gave some background information. 86 employees were let go in 2009. Programming is now down. Hopefully with this Programming will increase as well as Regional Director**

being involved with personnel issues. Effective July 1st. Council may offer opinions in virtual box by October 1st.

- d. Iowa Extension Council Association – **Extension Council meeting March 28th in Ames. Everyone encouraged to attend.**
- e. 4-H and Youth Committee – **Nothing to report**
- f. Fair Board, Mark – **Winslow not present. Nothing else know.**

VIII. Unfinished Business

- a. Consideration of copy machine costs – MMIT presentation on Tuesday, 9/17 at 12pm. (gray) – **Council would like OA to get quotes and compare. Quotes from Premier – Kim Davis and Infomax – Nate Ohamous, Des Moines are.**
- b. Consideration of new council member – **Polsdofer had been in contact with Sarah Carter Jones. She was interested. Polsdofer made motion to accept Sarah Carter Jones as new member, seconded by Dyer. Approved 6-0.**
- c. Consideration of group plan insurance for full time staff – **Still working on this. Council will continue to review.**

IX. New Business

- a. Consideration of structured for success – **Already discussed. See comments above.**
- b. Consideration of fees for open records request – **Council discussed and motion was made by Polsdofer that the fee would be \$.10 for black and white, \$.25 for color, electronic \$.10 per page and it must be collected up front, prior to sending. Effective October 1st. Seconded by Davis. Approved 6-0.**
- c. Consideration of CYC cell phone reimbursement – **Council agreed to \$30 per month. Motion approved by Polsoder, Seconded by Head. Approved 6-0.**
- d. Consideration of use for previous CYC laptop (pink) - **Granted but not for home use. Motioned by Dyer, Seconded by Polsdofer. Approved 6-0.**
- e. **Consideration of extra hours for Ruth to serve preschools PABS-** Motion by Brad to approve Ruth for 10 hours X 4 months for a total of 40 hours for the school year. Seconded by Nicole. Approved 6 -0

X. Agenda Items for Next Meeting - **Ad hoc meeting, copy machine, revisiting insurance**

XI. Date/Time/Location of Next Meeting – **October 17, 2019 at 6:30pm at Wayne County Extension Meeting Room**

XII. Adjourn – **7:56pm**