

IOWA STATE UNIVERSITY

Extension and Outreach

MINUTES FROM THE MEETING OF WAYNE COUNTY AGRICULTURAL EXTENSION COUNCIL Tuesday, September 19th AT 6:30 PM WAYNE COUNTY EXTENSION OFFICE 220 E. JEFFERSON ST. CORYDON, IA 50060

The regular monthly meeting of the Wayne County Agricultural Extension Council was held on Tuesday, September 19th at the Wayne County Extension Office in Corydon, Iowa.

Dave Daughton called the meeting to order at 6:35 with the following council representatives present:

<u> </u>	Nicole Lutz-Polsdofer	X 6:39	Melissa Dyer
<u>X</u>	Mark Winslow	X	Kari Dodson
<u> </u>	Bridget Davis	X	Lindsey Westphal
<u>X</u>	Sarah Fanzkowiak	X	Kristy Knutson
<u>X</u>	Dave Daughton		

Others Present were

Courtney May, Denise Hutchison, Kaitlyn Deahl

I. Approval of agenda

- a. Resignation of Council member presented by Regional Director, Courtney May. Motion made by Kari to add "Resignation of Council member" as letter "A" to new business. Second by Lindsey . Vote favorable 6 to 0.

Motion by Mark to approve agenda second by Lindsey.

Vote was favorable 6 to 0

II. * Public forum

III. Secretaries Report / Approval of Minutes

1. June 20, 2023

Motion to approve the minutes for June 20, 2023 as printed was made by Kari, second by Lindsey.

Vote was favorable 6 to 0.

2. Special Meeting - July 19, 2023

Motion to approve the minutes for Special meeting July 19, 2023 as printed was made by Kari, second by Lindsey.

Vote was favorable 6 to 0.

IV. Treasurers Report/Approval of Financial Reports & Vouchers

1. June - Vouchers #12807- #12835 and EFT's of \$4,094.04

Review and approval of Financial reports from June 2023

Motion by Kari, second by Sarah. Vote was favorable 7 to 0.

2. July - Vouchers #12836 - 12872 and EFT's of \$ 4,447.60

Review and approval of Financial reports from July 2023

Motion by Lindsey, second by Kari. Vote was favorable 7 to 0.

3. August - Vouchers #12873 - 12906 and EFT's of \$ 3051.34

Review and approval of Financial reports from August 2023

Motion by Kari, second by Lindsey. Vote was favorable 7 to 0

V. Other Reports (5 minutes or less if possible)

1. Staff & Program Specialists (OA, CYC, PABS)

2. Extension Council Committees

a. Building/Grounds -

b. Fiscal/Legal -

c. Personnel -

d. Programming -

3. Regional Director -

4. 4H & Youth Committee -

5. Fair Board -

VI. Unfinished Business - None

VII. New business

a. Resignation of Council member presented by Regional Director, Courtney May. Motion made by Kari to accept the resignation of Bridget Davis as Treasurer and Council member. Second by Lindsey. Vote favorable 7 to 0.

b. Kari moved to appoint Kristy as treasurer. Lindsey seconded the motion. Motion carried 7 to 0.

a) Review and Accept Published Year-End Annual Reports

Discussion:

Motion by Kari, second by Lindsey. Vote was favorable 7 to 0

b) FY21 Audit Report

Discussion:

Motion by Kari, second by Lindsey. Vote was favorable 7 to 0

c) Consideration of Youth Fest

Discussion: Professional Development for Kaitlyn

Motion by Lindsey, second by Kari. Vote was favorable 7 to 0

d) Consideration of Building Insurance

Discussion: Due to an increase in construction costs, our building has been assessed at a higher value than what we are currently insured for.

Motion by Mark, second by Lindsey to increase coverage to be more accurate.

Vote was favorable 7 to 0.

e) Consideration of Additional Council check signee

Discussion: **Lindsey** moved to remove Bridget and add Kristy and Kari as additional check signees.

Motion by Lindsey, second by Sarah. Vote was favorable 7 to 0.

f) Review of Monthly Fiscal Checklist

Discussion:

Motion by Kari, second by Lindsey.

Vote was favorable 7 to 0

g) Consideration of Office Professionals Conference

Discussion: **Denise** to attend training in Ames.

Motion by Kari, second by Lindsey.

Vote was favorable or 7 to 0

VIII. Agenda Items for next meeting

- a. Review of Snow Removal Bids
- b. Review of food stand information – will discuss having a committee
- c. review from Personnel committee

IX. Adjourn

Motion by Kari second by Lindsey to adjourn at 7:34 PM

Vote was favorable 7 to 0

Date/Time/Location of next meeting –

**Tuesday, October 17 at 6:30 pm. At the Wayne County Extension Office
(Regularly -3rd Tuesday of each Month at 6:30pm)**

Sarah Franzkowiak

Wayne County Extension Council Secretary
Sarah Franzkowiak

