

WAYNE COUNTY EXTENSION COUNCIL MEETING
To be Held at the Extension Office, 220 E. Jefferson St., Suite. #1
Minutes
November 15, 2017 at 6:30 p.m.

- I. Call the Meeting to Order – Murphy; 6:31 pm
- II. Roll Call and Introductions—Murphy, Dyer, Jones, Winslow, Rockhold, Arnold; Hornaday arrived at 6:40 pm.
- III. Approval of the Agenda – Dyer moved to approve, Mark 2nd. Passed 6-0
- IV. Open Forum – an opportunity for any public to speak-- No public present.
- V. Secretary’s Report – Arnold
Approval of minutes of October 18 and November 2, 2017
Moved by ___Winslow___ Seconded by ___Arnold___ Motion carried _6_ to ___0__
- VI. Treasurer’s Report - Jones
 - a. Approval of Vouchers – checks #10627 to #10662 and EFT (electronic fund transfer) for \$12,719.66.
Moved by ___Winslow___ Seconded by _Dyer___ Motion carried __7__ to ___0__
 - b. Review of financial reports for October
- VII. Reports:
 - a. Staff and program specialists
Council reviewed reports from Growing Strong Families Parent Educator and Office Assistant
 - b. Extension Council Committee
 - i. Personnel –Update on hiring CYC and planning staff reviews
 - ii. Fiscal - meeting November 29
 - iii. Programming
 - c. Regional
 - d. Building—Building has been re-keyed; one toilet gets plugged often, plumber looked at it, Mark suggests we watch it in the future. One toilet needs replaced. Mark will look into replacing it. Gutter repair—Mark suggests having Larry Hayden work on them and we can look at guards.
 - e. Iowa Extension Council Association (IECA)
 - f. 4-H and Youth Committee – 4H awards ceremony was held Nov. 12 in the meeting room. 45 people attended. Over \$1000 collected from Friends of 4H. Mark attended Farm Bureau meeting to explain our request for more money for dues. They are willing to donate \$5 per member and \$5 for members who turn in record books.
 - g. Fair Board—Mark attended Nov. meeting. They request the CYC attends most fair board meetings, will be early on agenda. Would like to set up meetings between fair board, 4H committee, CYC, FFA chapters, and extension council member.
- VIII. Old Business
 - a. Child Abuse Screening/Changing Personnel handbook – Dan updated personnel policy to say that any employee/volunteer is subject to child abuse registry checks in every state they’ve been in and criminal background checks. If they refuse, they will be subject to termination. Use age 18. Add that they can be done with “reasonable suspicion”. Dan will come back next meeting with the finally wording for us to approve.
 - b. Consideration of background screening for Superintendents – Mark is working on collaborating with the fair board to present this.

- c. Marketing plan for Stakeholders report, Carmela and Shelly attended a regional meeting about marketing Extension. Council would like Kim Martley look into getting a bigger sign for the north side of the building. From May, 2017 meeting, order a wall graphic for inside the building up to \$65.

IX. New Business

- a. Consideration of flooring for meeting room—Shelley will talk to Randy Whitely to ask if he is ok with doing the job at the price he quoted us, either just paint or with epoxy. If he is willing and thinks it will be a durable floor for the space, then have him do it at the price we have quoted from him.
- b. Consideration of 100-year Anniversary celebration budget—Committee has met twice and have great ideas and are developing a budget.
- c. Consideration of Council resignation—Council accepted resignation from Mike Thomas. Murphy moved to accept, Rockhold 2nd, 7-0 approved
- d. Consideration of Council replacement—Kim Martley can look for the list of possible past replacements.

X. Agenda Items for Next Meeting-Invite Hannah Wilson to next meeting to meet the council; Replacing toilet ; Background checks for superintendents update; Child Abuse Screening/Background check update for handbook. 100 year anniversary budget; Consideration of possible council replacement; Cell phone booster issues paper.

XI. Date/Time/Location of Next Meeting: January 17, 2018 6:30 pm.

XII. Adjourned—8:50 pm. Dyer moved, Jones 2nd. 7-0 passed.

Kim Arnold, Extension Council Secretary

WISH LIST

Cell Phone Booster, Jamie wrote up details

Gravel – Jamie wrote up details