



## Minutes of the Board of Directors of the Iowa Extension Council Association

January 28, 2025

The Board of Directors of the Iowa Extension Council Association met via videoconference on January 28, 2025. Board members present include Bruce Clark, LeAnn Lawler, Roger Helmrichs, Ann Leonard, Gwen Hanson, Kasey Peters, Megan Fagle, Roberta Hersom, Cheryl Beaver, Mark Davitt, Sara Kuboushek, Kirk Phelps, Christy Sayler, Mollie Scott, Tom Monroe, Joan Wiskus, Ruth Wilcox, Matt Rohrig, Chrissy Westercamp, Jenny Lichty. Also present were Jason Henderson, Andrea Welchans, Jennifer Vit, and Julie Baumler.

President Bruce Clark called the meeting to order. Appointment of a Region 6 board member was added to the agenda.

Kasey Peters moved to approve the minutes from the November 9, 2024 board meeting. Roberta Hersom seconded the motion. The motion carried.

LeAnn Lawler shared the treasurer's report. There is a balance on hand of \$39,829.45. The following bills were presented:

Payee	Item/Service	Total Amt
Jennifer Vit	Table top easels	\$ 96.29
C4 Operations (EFT)	Vit background screening	53.30
<b>Total all bills</b>		<b>\$149.59</b>

Roger Helmrichs moved to approve the treasurer's report. Ann Leonard seconded the motion. The motion carried.

An ISU Extension and Outreach Update was shared by Dr. Jason Henderson, Vice President for Extension and Outreach ISU Extension and Outreach including the following items:

- The state funding request from the Iowa Board of Regents to the legislature includes \$1 million request for Agricultural Extension. The focus is on value-added agriculture and how we can help agriculture to be more profitable going forward.
- Federal funding of grants and loans is uncertain. At this point it is unknown the full impact to extension.
- Dr. Henderson is interested in knowing how council members prefer their communications from him. Board members indicated that concise email messages with links to further information works well for them. Brief videos within those email messages are also welcome.
- Governor Reynolds sent a letter to the presidents of the Board of Regents school (including ISU) regarding federal DEI requirement adjustments. Extension is working to identify what additional changes need to be made to comply with the executive order.

Ann Leonard moved to approve the appoint Ben Uhl to represent Region 6 on the IECA Board of Directors. LeAnn Lawler seconded the motion. The motion carried.

A County Services update was shared by Andrea Welchans, Asst. Vice-President for County Services including the following items:

- New Regional directors have been hired in Region 8 and 4. There is an Regional Director opening in Region 24.
- The Senior Internal Auditor position will begin on February 10. An announcement will be made soon.
- Federal programs in counties that may be impacted by Federal grant/loan pause (see Dr. Henderson's report above):
  - CYFAR grant
  - LEEP grant
  - Pick a Better Snack
  - EFNEP – Youth Serving
- 85 regional and county staff members attended finance training. Andrea and Jennifer Vit are looking for opportunities to provide finance training to council members sometime this year.
- County Services has been working on Extension's value within their unit. On average, counties reported that 1/3 of staff time is spent administratively and 2/3 is spent with programming efforts.

Jennifer Vit shared a legislative update. The IECA Legislative Breakfast will be on February 11 from 7:30 – 9:00 a.m. at the Iowa Capitol. Select council members in each county have been asked to invite their legislators to the breakfast. On February 6, we'll have a legislative briefing to provide updated information about our message to council members who plan to attend. Key messages for Feb. 11 are that Extension has real impacts for lowans in every legislative district and an investment in extension is an investment in Iowa.

The Extension Council Conference will be held virtually on the evening of April 10 and April 15. There will be 16 breakout sessions spread over four timeslots. Jennifer Vit is working to finalize sessions. Board members with suggestions should contact her.

Mark Davitt moved to continue to offer the Calm benefit to counties at a rate of \$25 per employee per year. Roger Helmricks seconded the motion. The motion carried.

Roger Helmricks moved to expand the scope to include council members at a rate of \$48/council member. Ann Leonard seconded the motion. Helmricks moved to table the motion until a later day. Leonard seconded that motion. The motion carried.

Kasey Peters moved to allow counties to decide if they want enroll all employees or only those who opt in. Roberta Hersom seconded the motion. The motion carried.

Roger Helmricks moved to approve dues for 2025-26 as below. LeAnn Lawler seconded the motion. The motion carried.

100 county members = \$30,373.00

Tier	Population	Dues FY24
1	0 – 19,999	\$240
2	20,000 – 49,999	360
3	50,000+	600

Jennifer Vit reported that the 2026 Extension Council Day on Campus will be on Fri., Sept. 12. She is working with athletics to see if there are tours that might be different in their area. Vit has communicated with program leaders and they will be identifying potential tour stops for the future.

An executive director report was shared by Jennifer Vit including the following items:

- The EAP renewal contract has been initiated with Employee & Family Resources for 377 employees. The cost to counties will remain unchanged at \$25/employee. Note that all employees must be enrolled.
- Board elections will take place this spring for Regions 1, 3, 12, 13, 15-16-17, 20, 25, 27. Directors in those regions should indicate their intentions for running for re-election.
- The IECA fiscal review was held in November with the following findings:
  - Documenting gift cards to verify that they have been gifted and received
  - Monthly income and expense report regardless of meetings
  - Procedures manual reflects ability to use check or EFT
  - Procedures manual reflects that the executive director can sign checks in the absence of the treasurer.

Sara Kuboushek moved to approve the procedures manual changes to the fiscal policy to allow the ability to use check or EFT for payment of invoices, to allow the executive director to sign checks in the absence of the treasurer, and instructing IECA to create a log to track gift cards. Gwen Hanson seconded the motion. The motion carried.

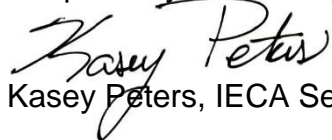
The IECA Action Plan was reviewed for updates. Legislative visits between board members and county extension councils happened over November and December allowing us to achieve a goal of better communication between councils and IECA.

Bruce Clark shared that Black Hawk County had a successful event promoting extension to their community and indicated it would be something that could be replicated by other counties.

Chrissy Westercamp asked if board members' counties were using a 4-H fair app. No one indicated familiarity with one.

The next meeting will be via Zoom in early April.

Respectfully submitted,



Kasey Peters, IECA Secretary