



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

**January 29, 2024**

The Board of Directors of the Iowa Extension Council Association met via Zoom video conference on January 29, 2024. Board members present include Kelly Jared, Bruce Clark, Jamie Thompson, Kasey Peters, Joy Prothero, Chris Gilbert, Jamie Thompson, Gwen Hanson, Al Ralston, Ruth Wilcox, Megan Fagle, Kirk Phelps, Tom Monroe, Mary Greiman, Roberta Hersom, Connie Casson, LeAnn Lawler, Chrissy Westercamp, Sara Neuzil, Mollie Scott, Jenny Lichty, and Paul Gieselman. Also present were Jason Henderson, Andrea Welchans, Aimee Viniard-Weideman, Natasha Neal, Jennifer Vit, and Julie Baumler.

President Kelly Jared called the meeting to order at 6:30 p.m. Clarification of adjournment procedures. She clarified adjournment procedures according to Robert's Rules of Order.

Jamie Thompson moved to approve the agenda. Sara Neuzil seconded the motion. The motion carried.

The secretary's report was presented by Kasey Peters. Mollie Scott moved to approve the minutes of the November 11, 2023 board meeting. Bruce Clark seconded the motion. The motion carried.

Jamie Thompson gave the treasurer's report. There is a balance on hand of \$47,339.16 in checking. The following bills were presented:

- Jennifer Vit, \$324.49 for legislative breakfast supplies
- Adair County Fair, \$200 for council conference facility
- The Great Jones County Fair, \$145 for council conference facility
- Harland Clarke Check Order (EFT), \$33.93 for checks

Joy Prothero moved to approve the treasurer's report and the bills. Bruce Clark seconded the motion. The motion carried.

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

- The 2024 Extension Council Elections will be on November 5. This is also an opportunity to fill any empty seats. Aug. 28 at 5 p.m. is the final date to file their petition for election. A nominating committee will need to be appointed to help identify candidates for the position. Staff will be receiving detailed instructions for the nominating process.
- RaeAnn Gordon has been appointed as the new Director of Field Operations – North. New regional directors have been appointed: Greta Giese for Region 1, Tanya Mishener for Region 18, and Dr. Quinton Richardson for Region 28 (Black Hawk County). There are other regions currently in the regional director hiring process.
- Council organizational meetings have been going well.
- There is a continued need to identify individuals with a fiscal or banking background who might be interested in serving on an advisory group. Please share names with Andrea Welchans if you know of council members willing to serve.

Jennifer Vit gave the Executive Director report including the following topics:

- *Property Tax Impacts on Extension Districts* training will be on Feb. 7 at 6:00 p.m. via Zoom. This program is presented in partnership with Extension and Outreach Community and Economic Development. They will be talking about the impact on property taxes and the impact in the coming year.
- The Council Secretary/Chair Training has been postponed likely to May. These will be virtual and offered at a variety of times of day.
- Board elections will be happening this spring. Regions 5, 6, 8, 11, 14, 18, 19, 23 are up for reelection this spring. Newly elected board members will begin their term at the June board meeting.
- Ann Leonard, Jasper County Extension Council member, is serving on the 4-H Youth Leader search committee. This search is moving forward with candidates coming to campus soon. Mollie Scott, Sac County Extension Council member (and IECA Board member), is serving on the Human Sciences Program Leader search committee. This committee has just started to meet.
- EAP reenrollment will be happening soon. We will be sending out invoices soon. The pricing has not changed this year.

Connie Casson moved to offer *Calm* as a benefit to county staff members subsidized at 50% for the first year to be billed separately from EAP. Chris Gilbert seconded the motion. Casson moved to amend the motion to a rate of \$25 in Year 1 to be revisited in Year 2. Gilbert seconded the amendment. The amended motion carried.

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

- Dr. Henderson introduced the Strategic Vision and Direction with the board. Next steps for councils:
  - Regional Directors will facilitate county discussions
  - 3-minute video from the vice president
  - Extension Council Conference on the Road – what does this mean for our council as leadership and governance for Extension?
  - IECA and ISU Extension and Outreach will identify 3-4 topics to address together
- A Request for Proposal (RFP) process will open to help fund innovative, interdisciplinary programming. ISU faculty or staff will be the lead on the RFP and will need to engage at least one county to involve in the project, ensure that counties are involved in identifying and creating programming.
- Organization-wide partnership opportunities are being pursued with the Iowa Department of Agriculture and Land Stewardship (dairy initiative), National Resources Conservation S (staff training), statewide library system, schools, municipalities, and the Wellmark Foundation (community health), among others.

Kasey Peters moved to set the dues at the same rate as 2023-24. Mary Greiman seconded the motion. The motion carried. Dues rates (listed below) will bring in a total of \$30,373.00 if all 100 extension district are members.

| Tier | Population      | Dues FY25 |
|------|-----------------|-----------|
| 1    | 0 – 19,999      | \$240     |
| 2    | 20,000 – 49,999 | 360       |
| 3    | 50,000+         | 600       |

The IECA Legislative Breakfast will be on Feb. 22, 7:30 – 9:00 a.m. at the Iowa State Capitol Building. This week, an invitation email will be sent to one extension council member in every county to invite their legislator to our breakfast. We will be sharing a folder with legislators that will make it easier to share information with the legislators. In the folder, there will also be a stakeholder report from each county the legislators represent. All board members who are able to attend are invited. Our goal for the day is to talk about our public value and “real impacts.”

Paul Gieselman moved to allow reimbursement to extension districts for council member lodging and mileage expenses to attend the legislative breakfast with the following parameters: Lodging will be reimbursed at 50% of actual expenses not to exceed \$55. Mileage will be reimbursed at the IRS rate of \$.67/mile not to exceed \$100. Vouchers will need to be submitted to IECA for reimbursement. Mollie Scott seconded the motion. The motion carried.

The Extension Council Conference on the Road will be held at the following locations from 5:30 – 8:30 p.m.

- March 25, Adair County Fairgrounds 4-H/FFA Building, Greenfield
- March 26, Mahaska County Extension Office, Oskaloosa
- April 1, The Great Jones County Fair Expo Hall, Monticello
- April 2, Borlaug Learning Center, Northeast Research Farm, Nashua
- April 10, Palo Alto County Extension Office, Emmetsburg
- April 11, Woodbury County Extension Office, Sioux City

Door prizes or swag and swag was discussed with the following suggestions:

- Notepads and pens
- Buttons and pins leftover from legislative breakfast
- \$100 Extension Store coupon for county
- ISU Creamery Ice Cream party
- Registration reimbursement if all 7 council members attend

Chris Gilbert moved to set the registration fee at \$10. Chrissy Westercamp seconded the motion. The motion carried.

Extension Council Day on Campus is set for Friday, Sept. 13 and will launch from the ISU Alumni Center. Tour ideas have been solicited from the different program leaders. We'll plan on starting to recruit for the event late spring/early summer.

The IECA Action Plan was reviewed for additional accomplishments. It was noted that this year's Extension Council Conference is focused on engagement, fitting our goals well.

County Concerns/Issues were discussed.

Kasey Peters asked about electronic reimbursement expense forms that others may have used for their county staff and 4-H clubs. Casson shared that she uses Expensify for work and would share that information.

The meeting was adjourned.

Respectfully submitted,

Kasey Peters, IECA Secretary