



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

March 2, 2021

The Board of Directors of the Iowa Extension Council Association met via video conference on March 2, 2021. President Jamie David called the meeting to order at 6:00 p.m. Board members present included Lori Donahoe, Roberta Hersom, Michael Ryan, Kelly Jared, Bruce Clark, Alyson Palmer, Brian McNulty, Kim Rinker, Gwen Hanson, Le Ann Lawler, Bertha Lammers, Mark Davitt, Paul Gieselman, Joy Prothero, Emily Schwickerath, Tyler Heeren, Melissa McEnany, and Connie Casson. Also present were John Lawrence, Andrea Nelson, Cindy Gannon, Jennifer Vit, and Julie Baumler

Michael moved to approve the agenda. Brian McNulty seconded the motion. The motion carried.

The secretary's report was given by Connie Casson. Michael moved to approve the minutes from Jan. 9, 2021. Le Ann seconded the motion. The motion carried.

Lori Donahoe gave the treasurer's report. The balance on hand is \$ 20,862.31 in checking. The following bills were presented:

- Whitfield & Eddy: \$1,408.00 for January legal services
- MailChimp: \$33.16 (auto-paid)
- Employee & Family Resources: \$8,322.00 for EAP services
- Julie Baumler: \$55.00 for stamps, \$60.00 for printing. \$16.68 for envelopes (\$131.68 total)

Joy moved to pay the bills and accept the treasurer's report. Connie seconded the motion. The motion carried.

Michael moved to keep dues constant for 2021-22, knowing we may need to reevaluate for next year. Roberta seconded the motion. Paul recommended that the Finance, Policy, and Legislation Committee review prior to board discussion of the future. The motion carried.

An update of the Extension Council Conference set for March 13 was given. Registration is at 135 are registered as of today, consisting of about half staff members and half council members right now. Breakout session registration is split fairly evenly. The group discussed hiring Aubrey Robertson from Conference Planning & Management for \$300 to help with coordination of one of the breakout session rooms. Cindy Gannon has also agreed to host one of the rooms. Breakout room host responsibilities and sign-up were discussed. Connie Casson will close the event, guiding council members to think about the application of their learning. There will be a poll within each breakout session as a "quick" evaluation. Then we will send out a full conference evaluation via email using a Qualtrics survey. Paul moved to approve expenses of \$500 to be used toward the conference for hiring CPM (\$300) and door prizes (\$200). Bertha seconded the motion. The motion carried.

A discussion of the Two-way Scorecard Report was led by Emily Schwickerath and Jennifer Vit. Jennifer reviewed materials sent to council members for the second quarter report. She noted that if

there was something that needed improvement, responded were prompted for comments related to explaining that need. Therefore, comments will trend more negative than positive. Emily shared that there were concerns in her region that because of the low number of responses, individual comments may be identifiable. There are concerns that they will be treated poorly because of comments. Dr. Lawrence shared that for the second report, titles of individuals were removed. However, this may not eliminate the ability to identify comments. It was also noted that because of the short time-frames, it may be difficult to begin working on an issue and have it start to show progress. Quarterly reports were originally set up to make sure that problems are addressed in a timely manner. They have worked to reduce the number of questions to streamline it a little better. There has been a concerted effort to err on the side of transparency. We want everyone to have confidence that all results have been reported. John noted that they want to make sure there are other options for providing feedback if they don't feel comfortable sharing via the Two-way Scorecard. Perhaps, there can be a designated person on the council or a trusted staff member in another county. Please continue to share any feedback you receive with Jennifer, John, or Andrea.

The next meeting will be held on a Saturday in June. Julie will send out a Doodle poll.

Jennifer announced that on March 22 and March 24, Employee & Family Resources will be providing a Lunch & Learn about EAP – outlining the benefits

Jennifer is also working with Whitfield & Eddy to provide a program dealing with custody issues in youth programs. We're looking at a date in late April or early May and will invite both 4-H staff and council members.

Dr. Lawrence shared that extension annual conference is next week. Additionally, there will be a town hall meeting to talk about the initiatives on March 22. More information will be coming for that soon.

Andrea noted that two regional director positions are open and working through the hiring process. They are also working on a salary guide that will come out soon to help counties as they think through setting salaries.

Emily moved to adjourn. Paul seconded the motion. The meeting was adjourned.

Respectfully submitted,



Connie Casson, IECA Secretary