

Polk Extension District Board Meeting – October 14th, 2015
1:30PM Extension Office - Large Meeting Room
Chairman, Commissioner Craig Pope
Commissioner, Mike Ainsworth, Commissioner Jennifer Wheeler
District Administrator Greg Hansen
Regional Administrator, Derek Godwin, County Leader, Susan Busler
PECAN Chair, Barbara Nichols

1. Call meeting into session - Chairman Pope Time _____

2. Comments (for items not on this agenda)

3. Approval of Agenda

4. Approval of Minutes – June 24th, 2015 meeting

5. New Business:

Extension Regional Administrator update – Derek Godwin

- Statewide Funds increase and impacts on West Central Region and Polk County
- Status of Family Community Health position
- Other staffing updates affecting Polk County
- Open Campus with Chemeketa

4-H and County Leader update – Susan Busler

- Update on enrollment, Fair participants, etc.
- Focus of County Leader work this year

PECAN update – Barbara Nichols, Jim Clawson

- Focus of effort this year
- Relationships with key community partners

Polk County update – Commissioners, Greg Hansen

Schedule District Meeting dates for coming year – All

Proposed Dates

- January 20, 2016
- April 20, 2016
- June 15, 2016
- October 12, 2016

Adjourn Time _____

BOARD MEETING
POLK COUNTY EXTENSION SERVICE DISTRICT
MINUTES June 24, 2015

1. CALL TO ORDER AND NOTE OF ATTENDANCE

At 1:30 p.m., Director Pope declared the meeting of the Polk County Extension Service District Board of Directors to be in session. Director Ainsworth and Director Wheeler were present. A CD of the proceedings is on file in the Board of Commissioners' Office.

Staff present: Greg Hansen, Administrative Officer
 Susan Busler, County Leader

2. ANNOUNCEMENTS

3. COMMENTS

4. APPROVAL OF AGENDA

MOTION: DIRECTOR AINSWORTH MOVED, DIRECTOR WHEELER SECONDED TO APPROVE THE AGENDA.

MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF CONSENT CALENDAR

MOTION: DIRECTOR AINSWORTH MOVED, DIRECTOR WHEELER SECONDED TO APPROVE THE CONSENT CALENDAR.

MOTION PASSED UNANIMOUSLY.

6. APPROVAL OF MINUTES OF APRIL 22, 2015

MOTION: DIRECTOR WHEELER MOVED, DIRECTOR AINSWORTH SECONDED TO APPROVE THE MINUTES OF THE APRIL 22, 2015 MEETING.

MOTION PASSED UNANIMOUSLY.

7. RESOLUTION 15-02 - YEAR END MODIFICATIONS TO 2014-2015 BUDGET

Greg Hansen presented Resolution 15-02 in the matter of increasing appropriations and resources for fiscal year 2014-2015. Greg explained that in order to ensure the District does not over expend appropriation authority, he is recommending an additional \$5,000 be added to the current operating budget prior to the end of the fiscal year in order to prevent violating the Oregon budget law.

MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE RESOLUTION 15-02.

MOTION PASSED UNANIMOUSLY.

8. GENERAL LIABILITY INSURANCE - FISCAL YEAR 2015-2016

Ken Woods presented the General Liability insurance proposal for fiscal year 2015-2016. The district does not own any vehicles, but purchases an auto liability "non-owner" endorsement for coverage of employees who use their own vehicle on the clock. The cost for the proposed General Liability policy is \$1,402.82. This amount is within the proposed budget.

MOTION: DIRECTOR AINSWORTH MOVED, DIRECTOR SECONDED TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF GENERAL LIABILITY INSURANCE AS PRESENTED.

MOTION PASSED UNANIMOUSLY.

7. PUBLIC HEARING REGARDING THE ADOPTION OF THE FISCAL YEAR 2015-2016 BUDGET

Chairman Pope opened the Public Hearing.

Greg Hansen, Administrative Officer presented the proposed budget to the Board of Directors. The proposed budget totaling \$382,500, with the permanent property tax rate of \$0.075/\$1,000, was adopted by the Budget Committee at the May 27 meeting, and no changes have been made since.

Mr. Hansen recommended the Board adopt Resolution 15-01.

Barbara Nichols, 1740 SW Woodridge Ct, Dallas, OR was unable to attend the May budget hearing and just asked for clarification on why the contingency was increased from \$2,500 last year to \$5,000 this year. Greg explained that this is probably the amount that needs to be budgeted now and in the future as long as the budget remains status quo.

There being no further public comments, Chairman Pope closed the Public Hearing.

MOTION: DIRECTOR AINSWORTH MOVED, DIRECTOR WHEELER SECONDED, TO APPROVE RESOLUTION 15-01, ADOPTING THE 2015-2016 BUDGET FOR THE POLK EXTENSION SERVICE DISTRICT.

MOTION PASSED UNANIMOUSLY.

Chairman Pope adjourned the meeting at 1:42 p.m.

**POLK COUNTY EXTENSION SERVICE DISTRICT
BOARD OF DIRECTORS**

Craig Pope, Chairman

Mike Ainsworth, Director

Jennifer Wheeler, Director

Minutes: Heather Merrill
Approved: