BOARD MEETING

POLK COUNTY EXTENSION SERVICE DISTRICT

MINUTES June 20, 2018

**1. CALL TO ORDER AND NOTE OF ATTENDANCE**

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

Staff present: Greg Hansen, Administrative Officer

**2. ANNOUNCEMENTS**

**3. COMMENTS**

**4. APPROVAL OF AGENDA**

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

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

**5. APPROVAL OF MINUTES OF OCTOBER 11TH, 2017**

**MOTION: DIRECTOR WHEELER MOVED, DIRECTOR AINSWORTH SECONDED TO APPROVE THE MINUTES OF THE OCTOBER 11TH, 2017 MEETING.**

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

**7** **GENERAL LIABILITY INSURANCE - FISCAL YEAR 2018-2019**

Greg Hansen presented the General Liability insurance proposal for fiscal year 2018-2019. 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 content coverage on this policy remains $100,000. The cost for the proposed General Liability policy is $1,428.22, the same as last year. This amount is within the budgeted amount.

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

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

**7.** **PUBLIC HEARING REGARDING THE ADOPTION OF THE FISCAL YEAR 2018-2019 BUDGET**

Director Ainsworth opened the Public Hearing.

Greg Hansen presented the proposed budget to the Board of Directors. The proposed budget totaling $515,000, with the permanent property tax rate of $0.075/$1,000, was adopted by the Budget Committee at the May 9, 2018. There were no changes to the approved budget for the Boards consideration. As a result, the total operating budget for the District is $515,000 for the upcoming fiscal year.

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

**MOTION: DIRECTOR WHEELER MOVED, DIRECTOR AINSWORTH SECONDED TO ADOPT THE 2018-2019 BUDGET FOR THE POLK EXTENSION SERVICE DISTRICT.**

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

**8.** **ADJOURNMENT**

Hearing no further business, Chairman Ainsworth adjourned the meeting at 1:45pm.

Minutes: Ciera Atha

Approved: