

Marais des Cygnes Extension District - Governing Body/Board Meeting
Paola Office, 913 N Pearl Street, Suite 100 - Mound City Office, 115 S. 6th Street

Monday, August 4, 2025

6:30 p.m. via Zoom

Agenda

Call to Order

Roll Call

Minutes – July 2025

Additions to Agenda

Motion to Approve Consent Agenda –

- A. Authorize the monthly payroll payment of all office professionals, employed by the Marais des Cygnes Extension District #16 via electronic direct deposit on the last day of the month.
- B. Authorize the payment of all routine monthly regularly occurring bills via EFT (electronic Funds transfer), check or via bank cash management system.
- C. Authorize the District Extension Director to complete or authorize payment of the following items: 1. Prepare checks and vouchers and continue the use of the 8-6 and 8-7 monthly financial statements for the district. Treasurer's Financial Report – Receipts/Expenses July 1 - 31, 2025 MdC Financial Summary.

Staff Reports – Katelyn Barthol, and if other agents would like to provide an update, we welcome that.

Director Comments –

Old Business:

- ❖ 4-H Program Manager – Karla will be posting the position the position this week.
- ❖ SNAP Nutrition Grant and Program Managers will terminate on September 20, 2025
- ❖ Community Enrichment Program Manager was confirmed as an internal hire by Karla Nemecek. We will be sending information to the SNAP Program Managers for consideration. As of 7/29 Franny and Abbie have created a rough draft of the position and it has been sent to other agents for additions. Please find this document attached with the board items.
- ❖ Budget has been sent to Miami County Clerk of intent to not exceed RNR. And is scheduled to be published in both the Linn County and Miami County newspapers. Budget Hearing will be TUESDAY, September 2, 2026 (pending approval in New Business)
- ❖ Staffing Plan – We will be working on Support Staff Job Descriptions in August and September.
- ❖ Other items

New Business:

- ❖ Board Leadership Module – To be send during the month for board and staff review.
- ❖ September meeting date and Budget Hearing, Tuesday, September 2, 2025.
- ❖ Other items

Next District Board Meeting – September xx, 2025 in person.

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