



*Cedar County Extension Office*  
**107 Cedar Street, Tipton, IA 52772**

**Tuesday, March 11<sup>th</sup>, 2014**  
**5:30 PM**

**AGENDA**

- 1. Call to Order – 5:30 PM**
- 2. Roll Call**
- 3. Agenda Additions/Agenda Approval**
- 4. Communications**
  - a. Unscheduled
- 5. Consent Agenda (1 motion to approve all \* items)**
  - a. \*Approve Minutes
  - b. \*Approve Financial Reports
- 6. Unfinished/Old Business**
  - a. QuickBooks
  - b. Other
- 7. New Business discussion and possible action on**
  - a. Discontinuation of Toll Free Phone Number
  - b. Budget Fiscal Year 2014-2015
  - c. Performance Review for Office Manager/Marketing Assistant
    - i. COLA
    - ii. Merit raise for next year
  - d. ISU Performance Review for Executive Director
  - e. Other
- 8. Announcements**
  - a. Next Board Meeting date – April 8<sup>th</sup> location TBA- Possibly Clarence
  - b. Board Boot Camp with Brian Perry of ISU- reschedule **May 20th at 5:30 Extension Office**
- 9. Reports**
  - a. **Executive Director**
    - i. Questions on Director's Report
  - b. **Office Manager/ Marketing Assistant**
    - i. Update on training progress, etc.
  - c. **City Reports**
    - i. Please provide feedback on the categorized list of businesses in your cities
    - ii. Please look over your website page and report something unique that the other Board Members would not know about your community- if time allows

**Adjourn**

Please report CCEDCO Board meeting information to your councils, thank you.