

**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 November 6, 2023
6:30 p.m. at LaCygne Library
Agenda**

Call to Order
Roll Call
Minutes – October
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 and 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 October 1 - 31 of the MdC Financial Summary.

Staff Reports – Karla Hightower
Director Comments

Old Business:

- ❖ Mound City Building Remodel
- ❖ Performance Reviews
 - Executive Session for Non-Elected personnel (Go over Performance Reviews)
- ❖ Other items

New Business:

- ❖ Salaries and approve Agent Professional Development Plans
 - Executive Session for Non-Elected personnel
- ❖ Excellence in Board Leadership Assessment
- ❖ Phone & Internet System for Mound City Office – The phone was up for replacement in 2022, but we waited until the remodel. The internet system was simply a router box and with the remodel I have had Craw-Kan bid a full system with a firewall, routers in the ceiling, and LAN lines in all offices. See attached the bid.
- ❖ December Meeting (12/4) via Zoom and January, the first Monday is the 1st, so we will need to set new date. January will be the Organizational Meeting in person with meal provided.
- ❖ Board Leadership Modules
- ❖ Other items

Next Marais des Cygnes Extension District Board meeting will be held December 4, 2023 at 6:30 p.m. via Zoom.