



September 22, 2016 Board Meeting Minutes

Date: September 22, 2016

Meeting Time: 6:00

Board Member Attendance:

	Count	Board Member	Position	Term	Expiration
	1	Debbie Finn	President/Dairy/4H	2	12/31/2016
X	2	Paul Sears	Vice President/MG /STEM	2	12/31/2018
X	3	John Brouillette	Treasurer/Ag	1	12/31/2017
	4	Natalie Zumpano	Acting Secretary/Child Care	1	12/31/2017
X	5	Fritz Scherz	At-Large/Public Mgmt/HR	2	12/31/2016
X	6	Michael Laucello	At-Large/Legal	2	12/31/2018
	7	Jacob Schieferstine	At-Large/Ag /Farm Bureau	1	12/31/2018
X	8	Sue Hrim	At-Large/Mgmt. & Marketing	2	12/31/2018
X	9	Dawn Richardson	At-Large/AG	1	07/31/2018
X	10	Regina Bonacci	At-Large/Comm. Development	1	07/31/2017
	11	Rosanne Loparco	At-Large/MG/HR	1	12/31/2017
X	12		At-Large/Youth Development	1	12/31/2017
	Appointed	George Joseph	Legislative Representative	N/A	N/A
	Appointed	Danielle Hautaniemi	State Extension Specialist	N/A	N/A

2016 Board Schedule:

Date	Description
January 28	Reorganization Board Meeting
February 25	Committee Meetings
March 24	Oneida /Madison Joint Meeting (Oneida County)
April 28	Committee Meetings
May 26	Board Meeting
June 22	Oneida / Madison Joint Meeting – Oneida / Madison BOCES
July 20	No Meeting Scheduled
August	No Meeting Scheduled
September 22	Board Meeting
October 26 (Wednesday)	Oneida / Madison Joint Meeting (Madison County)
November 30 (Wednesday)	Annual Meeting
December	No Meeting Scheduled

Staff/Community Attendance

1	Caroline Williams	Community Educator	CCE
2	Terri Harrison	Administrative Assistant	CCE
3	Mary Beth McEwen	Interim Executive Director	CCE
4	Bonnie Collins	Program	CCE
5	Jeff Miller	Agriculture	CCE

Call to Order: (6:15 p.m.)

Staff Presentations:

- Caroline Williams – Reviewed new R2G grants and her role in Rust to Green versus rural development.

Approval of August 2016 Meeting Minutes: *Tabled for a quorum.*

Vote:

Motioned by:

Seconded by:

Discussion:

Motion Carried:

Finance:

- 2016 2nd Quarter Financials – *Tabled for a quorum.*

Mary Beth McEwen discussed financials. Revenue for Annie’s project was overstated by \$13,000.00 because of an accounting error.

Motion to accept the 2016 2nd Quarter Financials Pending Cornell Year-End Review

Vote:

Motioned by:

Seconded by:

Discussion:

Motion Carried:

Old Business:

- Constitution: the Constitution was signed by Debbie Finn and has been sent to Cornell University for final signature.
 - Annual Meeting Committee Update: we have received quotes from caterers and we will recognize several Volunteers. In the future, we plan to have a Special Event to recognize Volunteers’ for their service at Cornell Cooperative Extension. Possibly to be held in conjunction with National Volunteer Week along with 4H.
- CCE Madison County – The Head Start grant was relinquished effective August 30, 2016. Mohawk Valley Community Action Agency was awarded the grant. Head Start classes will be delayed by at least 1.5 months. They will be hiring between 20-25 people who were previously employed under the Head

Start contract. Unemployment costs are concerning since there were 54 employees and many of them will not be hired by MVCAA. Also the transportation will only last for one more year for families.

- Lead Move – Staff will move by October 1st. It will give them a greater opportunity to work more closely with other CCE programs, i.e.: child care, CACFP, ESNY.

New Business:

- Nominating Committee – three Board members are needed. Debbie Finn, (Agriculture) and Fritz Scherz, (Human Resources) are terming out and Toni Noma, (Child Care) resigned due to work schedule. Natalie and Jake volunteered to sit on the Nominating Committee, two Board Members and three Community Members are required to be on the Nominating Committee. Will vote in the new Board Members at the Annual Meeting on November 30, 2016

Executive Director Update:

- NY Eden
 - Mary Wrege will become educated in disaster preparedness. CCE-Oneida County will be the first to have an expert to go out to the community and assist in disaster preparedness. NY Eden submitted their review of our building at Oriskany, NY and suggested cameras in the parking lot, emergency texting, etc...
- Staffing
 - 4H – Position filled by Lisa Farney
 - Child and Family Development Issue Leader Update: we need to reflect diversity in the hiring process
 - Environmental Safety (Lead) Position
- CGR / SBN RFP Update
- Breastfeeding Grant: Breastfeeding education with obesity grant. Oneida County would be the hub with memorandum of understanding with Broome County and two other counties.
- Additional Grants
 - Farm to School
 - Drone

Board President Report:

- Executive Director Search: process is continuing and the position was extensively advertised. Review will begin in approximately two weeks (October) to develop a short list of the interview candidates. The Committee will select, then to the Board of Directors and then the final stage to Cornell University.

Executive Session: Time (7:39 PM)

Motion to enter Executive Session:

Vote:

Motioned by: Jacob Schieferstine

Seconded by: Rosanne Loparco

Discussion: No discussion

Motion Carried: Unanimous

Motion to exit Executive Session: Time (9:16 p.m.)

Vote:

Motioned by: Natalie Zumpano

Seconded by: Jacob Schieferstine

Discussion:

Motion Carried:

Adjourn: Time: (9:17p.m.)

Vote:

Motioned by: Natalie Zumpano

Seconded by: Roseanne Loparco

Discussion:

Motion Carried: