



Cornell University
 Cooperative Extension
 Oneida County

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July 20, 2017 Board Meeting Minutes

Date: July 20, 2017

Meeting Time: 6:00p.m.

Meeting Location: North Star Orchards, Rt. 233, Westmoreland, NY

Board Member Attendance:

	Count	Board Member	Position	Term	Expiration
	1	Debbie Finn	President/ Dairy/4H	2	11/30/2017
	2	Paul Sears	Vice President/ MG / STEM	2	12/31/2018
X	3	John Brouillette	Treasurer / Ag	1	12/31/2017
	4	Natalie Zumpano	Secretary / Child Care	1	12/31/2017
	5	Jackie Lastowski	At-Large / 4H / Finance	1	12/31/2019
	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
	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
	12	Peter Zawko	At-Large/Economic Dev.	1	12/31/2019
	Appointed	George Joseph	Legislative Rep.	N/A	N/A
X	Appointed	Danielle Hautaniemi	State Extension Specialist	N/A	N/A

2017 Board Schedule

Date	Description
January 5	Board Meeting
January 26	Reorganization Board Meeting
February 23	Committee Meetings
March 23	Board Meeting
April 27	Committee Meetings
May 25	Board Meeting
June 22	Committee Meetings
July 20	Board Meeting
August	No Meeting Scheduled
September 28	Board Meeting
October 26	Committee Meeting
November 30	Annual Meeting
December	No Meeting Scheduled

Staff/Community Attendance

1	Mary Beth McEwen	Executive Director	CCE
2	Donna Gatto	Finance Manager	CCE
3	Terri Harrison	Administrative Assistant	CCE
4	Bonnie Collins	Agriculture Lead	CCE
5	Helen Madden	Lead team Lead	CCE
6	Carol Watkins	Nutrition Issue Leader	CCE
7	Alex Samoray	VISTA	CCE
8	Youth Feast Group	Boilermaker Gardens	Two Youths

Call to Order: (6:10PM)

Tour

- George Joseph – tour of North Star Orchards

Staff Presentations:

- Alex Samoray & Youth Feast Group – Alex gave an overview of the Americorp Vista program, Boilermaker Gardens and youth program. Youth demonstrated the smoothie bike and made blueberry smoothies for all!
- Carol Watkins – Carol described smarter lunchroom, an ESNY initiative to effect environmental change in schools. Research has shown that by making healthy choices easily accessible to kids they will more often choose to eat healthy foods. ESNY staff are working with schools throughout the region to implement smarter lunchroom.

Approval of Meeting Minutes:

Motion to approve May 25, 2017 meeting minutes.

Vote:

Motioned by: Peter Zawko
Seconded by: Rosanne Loparco
Discussion: No discussion
Motion Carried: Unanimous

Finance:

- Reviewed Board fiduciary responsibility. Fact sheets were sent to Board Members
- Board general finance questions. New accounting software is in the research phase for Cornell University task force.

Board President's Report:

- Paul Sears – June ELC review: Paul shared his experience and shared that he was able to speak with Chris Watkins, Extension Director, to discuss Extension for a half hour. Good Executive Leader conference.

Executive Director's Report:

- SBN RFP Award: We were awarded the lead for Leatherstocking SBN for the next three years. Federal support was increased by \$10,000.00 per year to \$50,000.00 per year. Federal funds support the Executive Director, and three Lead positions.
- NYS Grown & Certified CFA -due next week, (\$500,000 for five years). This grant will help producers in the six county REDC Central New York region become New York Grown & Certified. Producers can apply for up to \$50,000.00 for equipment needed to become NY Grown & Certified.
- USDA RBDG Grant Award – We were awarded the grant, virtual food hub from \$75,000 from USDA and \$25,000 Community Foundation.
- Taste of NY – store in Oneida County. Ongoing discussions with Ag & Markets to locate a store in Oneida County.
- Building Renovations – August 1st – Bathrooms will start, paint, carpet.
- Staffing Updates
 - Grantwriter – awaiting final approval with comment from Cornell.
 - SBN IT Lead – currently being reviewed by SBN
 - SBN Finance Lead – currently being reviewed by SBN
 - Child Care – Health Care Subject Educator I - posted
 - ESNY – Nutrition Assistant – posted and filled. Vita Puma was hired to fill this position. Brandon Benedict was hired as a temp to work in ESNY until they are fully staffed.
 - ESNY – Environmental Change Educator – awaiting word on Eat Well Play Hard grant.

Old Business:

- Web-site / Meeting Minutes – new web-site will be on-line in the coming weeks.
- Farm Fest Report. Very successful, lots of Volunteers, Approximately 800 children attended during the day and thousands in the evening
- Herb & Flower Fest Report
 - Thank you letter read to the Board from Janet Furgal

Committee Updates:

Building Strong and Vibrant New York Communities

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- Jake Schieferstine - HR Committee report. Spoke about implementing an expanded drug and alcohol policy. Additional language for rules and regulations
- Paul Sears – Program Committee report. Eight Board Members and five Program Lead and Educators.

Executive Session: (If needed). No Executive session

Adjourn: Time: (8:16 PM)

Motion to Adjourn

Vote:

Motioned by: Rosanne Loparco

Seconded by: Natalie Zumpano

Discussion: No discussion

Motion Carried: Unanimous