

Cornell Cooperative Extension of Steuben County
Board of Directors
January 26, 2023

The January 26, 2023 meeting of the Cornell Cooperative Extension Board of Directors was called to order by Tess McKinley at 4:31p.m.

Members Present: Bill Joint, Fred Potter, Amey Rusak, Jason Jordan, Allison Lavine, Gabriel Smalt

Members Absent: Adam Hughes, Stuart Sammis

Members via zoom: Beth Walter Honadle, Hilda Lando

Staff Present: Tess McKinley, Anne Zschoche, Susan Walker, Jenny Groen, Michelle Chase

Approval of Notetaker: Discussion on who was taking notes. It was suggested that Anne continued. Fred approved 1st and Allison 2nd. Must say Respectfully submitted by Anne Zschoche at the end of minutes.

Approval of the December 2022, minutes: Fred made a motion to approve the October 2022 minutes. Second by Allison. There was no further discussion, and the motion was carried unanimously.

Public Comment Period: None

Staff introduction: Susan Walker from Ag

Reorganization:

- Election of officers as written First: Fred, Second Bill
 - addition of Jason Jordan as Secretary
 - First: Allison
 - Second: Beth
- Personnel committee:
 - Beth
 - Allison
 - Jason
- Finance Committee:
 - Bill
 - Beth
 - Gabriel
- Strategic Planning Committee:
 - Stuart
 - Bill
 - Hilda
 - Amey

- Nominating Committee:
 - Hilda
 - Fred
 - Allison

4-H Sale Committee: Jenny and Michelle spoke about situations having with some volunteers so board is aware.

Reports:

Executive Directors Report:

- Will be in the bi-weekly email being sent out to BOD-BOD is appreciating the emailed updates

Program Area Reports:

- Drafted Strategic Plan presented
 - Approved First: Bill
 - Second: Jason
- Finance:
 - Robert was absent
 - Tess reported we got some payment for SNAP from State
- Ag & NR Program Advisory Committee:
 - Allison reported they discussed a need for the county such as a farmers market location where farmers can come sell their products (referred to such as windmill)
 - They added a new person to their committee who is an Ag teacher and FFA advisor
- 4-H Youth Development Committee:
 - Gabe reported they discussed deadlines
 - Volunteers and code of conduct
- Community Health and Well Being:
 - Amey reported having meeting on Monday
 - Had to cancel last one due to not having enough people
- State Extension Rep: was not in attendance
 - Members would like to have him call in, and he can move to beginning of meeting if needed.
 - Tess reported she attended ED leadership conference in Albany

New Business:

- Authorizations to Conduct Business
 - First: Allison
 - Second: Gabe
- Operating Guidelines
 - First: Fred
 - Second: Bill
- AR-already signed
- Holiday Schedule:

- Adding 4 hours of holiday pay to Christmas Eve-making it a full day off
 - First: Jason
 - Second: Gabe

The next board meeting will be March 23, 2023 at 4:30 in Annex building

Adjourn: Motion to adjourn 6:24p. First by Fred. Second by Jason. There was no further discussion, and the motion was carried unanimously.

Minutes are respectfully submitted by Anne Zschoche