

Cornell Cooperative Extension of Columbia & Greene Counties
Board of Directors Meeting
Agroforestry Resource Center, Acra
May 9, 2023

Present: Amanda Pierro, Cathi Annese, Elizabeth Chiong, Ginger Benedict, Alicia McCagg, Josh Lipsman, Roberta Keller, Matt Maraglio, Linda Levitt, Virgilia Tegiacchi, Danielle Hautaniemi (remote), Billy Greer (remote)

Absent: Sandra Gardner, Rebecca Pinder, Sherry True, Timothy Ooms, Michael Brown

Staff: Lisa Gallina, Angela Tallarico, Bipul Saha

Call to Order – Association Board President, Virginia Benedict, called the meeting to order at 6:30 p.m. Elizabeth Chiong was welcomed, introductions made. Due to Sandra Miller's resignation, Josh Lipsman moved to appoint Elizabeth Chiong to the board as a Greene County rep for the remainder of 2023; Matt Maraglio seconded. Approved unanimously.

Agenda – Roberta Keller moved to accept the meeting agenda; Matt Maraglio seconded. Approved unanimously.

Executive Committee – Virginia Benedict

Bipul Saha, Finance Manager, will be leaving to accept another position. Bipul was thanked for all he has done while in this role.

Finance & Human Resources Committee Report – Josh Lipsman

- January through March Financial Reports - Bipul Saha. Bipul provided a report and reviewed highlights. Bipul thanked the board for everything. Josh advised the board the Finance & Human Resources Committee approved the statements and moved that the board accept them; Roberta Keller seconded. Approved unanimously.
- Lines of Credit Update – Josh Lipsman. At the last meeting, the board approved a resolution authorizing lines of credit (\$50K each) with the National Bank of Coxsackie and the Bank of Greene County. However, due to fees and other stipulations, the Finance & Human Resources Committee approved authorizing Lisa Gallina to apply only to the National Bank of Coxsackie for \$100K. Amanda Pierro seconded. Approved unanimously.
- Taste NY Budget Cut \$450,000 to \$425,000. Lisa Gallina reported that, due to salary savings through the year and rearranging staff schedules, the cut can be absorbed.
- Staffing Updates – Lisa Gallina.
 - Lisa provided an update on open positions, new hires.
 - Ginger advised the board that the Executive and Finance & Human Resources Committees discussed staff retention. Discussion followed. Amanda Pierro offered to assist the FHR committee with establishing an exit interview process specifically for our CCE.
 - Josh advised the board that midyear salary increases are planned for some staff and they are very happy with that. Discussion continued.

Facilities Committee – Linda Levitt provided an update. A lot of projects underway.

Fundraising – Cathi Annese reported that a preliminary meeting took place. Discussed sponsors, food vendors, silent auction items. Discussion.

Program Advisory Committee & Sub-Committee Reports:

Environment & Natural Resources – Matt Maraglio (no meeting)

4-H Youth Development & Families – Roberta Keller. Committee will be meeting soon.

Siuslaw Model Forest – Discussed installation of bridge.

4-H Dairy – Roberta Keller said the committee met last week. Things are in the works for the fair and the dairy bowl is scheduled.

Ginger has asked that the staff responsible for each program committee submit monthly updates to each committee chair.

4-H Small/Medium Animal Project Workgroup – meeting scheduled for May 16. Rachael Sylvester, Agriculture Subject Educator, will be helping 4-H out with this through the fair. Virgilia Tegiacchi reported that Rachael attended the Greene County Farm Bureau meeting. Lisa advised the board that we are contracting with a senior Agriculture Educator from CCE Ulster to work with and mentor Rachael for four hours a week.

Executive Director Report – Lisa Gallina provided her report. Lisa noted that she will be attending the Executive Leadership Conference and will not be present for the June 13 board meeting.

New Business – Taste NY May 10 event has been rescheduled for May 25.

Adjourn – Roberta Keller moved to adjourn the meeting; Matt Maraglio seconded. Approved unanimously. Meeting adjourned at 8:45 p.m.

Minutes prepared by Angela Tallarico, Interim Office Administrator