

*Draft*  
**Cornell Cooperative Extension of St. Lawrence County  
Board of Directors Meeting  
March 23, 2023, 6:00 p.m.  
Extension Learning Farm – Front Classroom**

**Board Members Present:** Tina Cobb, Larry Denesha, Lori Sheffield, Sarah Bentley-Garfinkle, Gavin MacKellar, Loni Recker, Patty Gilbert, Sharon Poole, Mark White, Lynzie Schulte, Mark Berninghausen (via zoom).

**Absent:** Pete Smith, Paul O'Connor, Robert Zufall, Mark White.

**Staff Present:** Patrick Ames, Tammy Hill, Erin Farrell, Casey Caswell, Nick Hamilton-Honey.

**1. Call to Order:**

Lori Sheffield, Vice-President, called the meeting to order at 6:07 p.m.

**2. Approval of January 24, 2023 Minutes:**

**Loni Recker made a motion to approve the board meeting minutes as presented (attached). Sarah Bentley-Garfinkle seconded. All in favor, motion carried.**

**3. Approval of March 17, 2023, Executive Committee Minutes:**

Upon review of the executive committee minutes, Sarah Bentley-Garfinkle asked for clarification on the write-off of bad debt associated with intern fee listed in the budget closeout. Patrick explained that Extension used to house interns on the farm for a monthly fee. This bad debt was the result of a SUNY Canton work study student dropping out of school, leaving the area, and not paying her rent. The association attempted to collect the unpaid rent, but were unsuccessful.

**Gavin MacKellar made a motion to approve the executive committee meeting minutes as presented (attached). Loni Recker seconded. All in favor, motion carried.**

**4. Program Discussions:**

**4.1. Rural Health and Safety Education Grant:**

Extension staff, Tammy Hill, Casey Caswell, and Nick-Hamilton Honey and Board Member, Sarah Bentley-Garfinkle gave a presentation on the Rural Health and Safety Education Grant to the board.

**4.2. Food Justice Summit at Wild Center & SNAP-Ed FVRx Program:**

SNAP-Ed Program Manager, Casey Caswell, gave an overview on the 2023 Food Justice Summit and the panel she spoke on regarding the Fruit and Vegetable Prescription Program. Casey highlighted the partnerships that have been created through the program.

**4.3. Review of the Ag and Food Producers Academy 2023:**

Patrick Ames gave an update to the board regarding the Ag & Food Producers Academy.

**4.4. Organizational Chart**

Patrick Ames went over an updated flow chart of Extension staff for board members (attached).

**5. Unfinished Business:**

Patrick Ames went over the 2023 Committee Assignments (attached). The Board President completed her appointments.

**6. New Business:** None.

**7. Reports:**

**7.1 Legislative Representative:**

Larry Denesha gave the board a legislative report. He explained that there would be \$3 million of ARPA funds put towards water and sewer improvements infrastructure in St. Lawrence County. He also said that the county was investing in a new EMS radio system and looking into broad band accessibility.

**7.2 Executive Director Report:**

Patrick Ames gave his Executive Director Report to the board (attached) which highlighted the 2022 budget.

**7.3 Program Reports:**

Tammy Hill gave a 4-H Youth and Family program report.

Casey Caswell gave a SNAP-Ed program report.

**8. Adjournment:**

**Mark Berninghausen moved to adjourn the meeting; Tina Cobb seconded. All in favor, motion carried. Meeting adjourned at 8:04 p.m.**