

The May 25, 2023 meeting of the Cornell Cooperative Extension Board of Directors was called to order by Stuart Sammis at 4:30p.

Members Present: Stuart Sammis, Bill Joint, Jason Jordan, Allison Lavine, Beth Walter Honadle

Members Absent: Adam Hughes, Amey Rusak, Gabe Smalt

Members via zoom: Hilda Lando, Fred Potter

Staff Present: Tess McKinley, Robert Shirley, Anne Zschoche

Approval of Notetaker: Discussion on who was taking notes. It was suggested that Anne continued. Stuart appointed Anne. Must say Respectfully submitted by Anne Zschoche at the end of minutes.

Approval of the April 2023, minutes: Allison made a motion to approve the April 2023 minutes. Second by Jason. There was no further discussion, and the motion was carried unanimously.

Public Comment Period: None

Presentation on Investment account-Dave Robbins 5 Star Bank

Reports:

Executive Directors Report:

- Bi-weekly has been well received
- Interviews have been taking place, selection to be done next week
- CCE received a grant to help with Ag in Classroom of \$26,000 and rest to be covered by BOCES per school

Program Area Reports:

- Strategic Planning Team
 - June 22 meet at 3:30p before BOD meeting
- Finance:
 - Robert presented the report for 3/2023
 - Approved 1st by Bill
 - Second by Beth
 - Transfers/write-offs:
 1. **Transfer from Designated Fund – Memory of Arlynn Robbins - \$13,167.40**

(Refund of Donations made in memory of Arylnn Robbins - \$11,402.40 returned to Robbins family and \$1,765.00 stays with our organization)

2. Transfer to Designated Fund – FLXSBN Funds - \$39,337.87

(These funds were transferred to us from CCE-Livingston County who were the former SBN lead association. These are the reserves for the SBN.)

3. Transfer to Plant Fund - \$7,206.00

(This is for 4-H Shooting Sports Enclosed Cargo Trailer which is over the \$5K threshold and needs to be capitalized. This is transferring it to our association's fixed asset plant fund)

Approval: 1st- Beth, 2nd Allison

Write-offs:

1. **Farm Credit East - \$25.00** - 4H Youth Achievement Night Award
2. **Kate Dininny - \$50.00** – Late fee for 4H ABC Trip – she was a chaperone.
3. **NYSACCA - \$44.56** – Postage for materials sent by Ariel Kirk.

Approval: 1st-Beth, 2nd

- Storage Shed
 - Discussed the sizes and space availability
 - Jason made motion to purchase a 14x36 shed to be placed by Glove House
 - 2nd- Allison
- Ag & NR Program Advisory Committee:
 - Met May 9th
 - Discussed lack of people applying for jobs
 - Explored ways to bring more tourism to area
 - Went over Veggie Van and new site added-Painted Post
 - EFNEP group visited local farms
 - Next meeting July 11th
- 4-H Youth Development Committee:
 - Last meeting cancelled due to not enough people could make it
- Community Health and Well Being:
 - Amey Absent
 - Discussed Pat and Nancy retiring and how things have changed in the 20+ years they have been with CCE
 - Discussed the lack of applicants
- State Extension Rep: was not in attendance

Old Business

- Staff/BOD meet and greet moved to Sept 28th
 - 3:30p-4:30 Strategic Plan Team
 - 4:30p-5 Staff and BOD
 - 5-6 BOD Meeting

New Business

- Beth requested Board terms be sent out so everyone can see who will be leaving, and start thinking of new people to add

Adjourn 6:11p

- **First: Beth**
- **Second: Bill**

The next board meeting will be June 22, 2023 at 4:30 in Annex building

Minutes are respectfully submitted by Anne Zschoche