

The August 24, 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, Allison Lavine, Gabe Smalt, Hilda Lando, Fred Potter, Amey Rusak, Beth Walter Honadle

Members Absent: Jason Jordan

Members via zoom: Adam Hughes

Staff Present: Tess McKinley, Robert Shirley, Anne Zschoche, Jenny Groen, Michelle Chase

Approval of Notetaker: Stuart appointed Anne.

Approval of the minutes:

June 22, 2023-Beth made a motion to approve the Second by Fred. There was no further discussion, and the motion was carried unanimously.

Aug 9, 2023- Beth made a motion to approve the Second by Fred. There was no further discussion, and the motion was carried unanimously.

Public Comment Period: None

Reports:

State Extension Specialist Report:

- Updates from Campus-new interim Director, Jenny Kao-Kniffen, has been Associate Director since 2020.
- Hoping to have new NYS CCE Director within a few months.
- New job description for Tess is needed. Added in duties pertaining to SBN.

Staff Presentation: none

Executive Directors Report:

- Bi-weekly has been well received.
- Will need a new board president next year.
- Will need a new board member not from a committee next year.
- We will also need someone from the CHW committee to be on board.
- Board is encouraged to come with suggestions at the next meeting.

Program Area Reports:

- Finance:
 - Robert presented the report for June 2023

- Approved as presented: first-Allison, Second Beth

Old Business - None

New Business

- New sexual harassment policy-Approved: 1st-Beth, 2nd- Fred
 - Opposed- Bill – commented that he feels that the repetitive nature of the training annually actually discredits the important message it is trying to portray. It should be done once, not annually.
- Lead Executive Director Job Description- Approved: 1st- Beth, 2nd Fred. Carried unanimously
- 2023 Fair- Tess and CCE staff went over fair week. Discussion by board and staff mainly over livestock sale. Some Sale committee members did not follow CCE/4-H policies and Code of Conduct and CCE staff felt undermined by various events at the sale (shirts, banner, programs, ear tags, and bio sheet speech).
 - Decided to disband Livestock Sale Committee effective 8/25/23.
 - 1st- Bill
 - 2nd- Fred
 - Carried unanimously
 - Three sale committee members were already terming off this year and the other two were already on probation.
 - Decided to remove 2 4-H volunteer leaders for violating the CCE Volunteer agreement and Code of Conduct. Evidence was given from one person three years ago, two people in 2022 and multiple people in 2023 related to the same incident occurring every year, putting 4-Hers, volunteers and the program at risk.
 - 1st- Hilda
 - 2nd-Allison
 - Carried unanimously
 - Email letters will be sent out.
 - A survey will be sent and a forum will be held to gain feedback on the 2023 fair and what the 2024 fair could look like.

Executive Session - entered: 1st- Allison, 2nd- Beth at 5:46p

Adjourned: 5:54

Adjourn 5:55

The next board meeting will be September 28, 2023, in Annex building

Minutes respectively submitted by Anne Zschoche