

The December 7, 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, Jason Jordan

**Via Zoom:** Adam Hughes

**Staff Present:** Tess McKinley, Robert Shirley, Anne Zschoche

**Public:** Kyle Lowery, Lisa Zawrotny, Terence O'Shea (Steuben County Public Health)

**Approval of Notetaker:** Discussion on who was taking notes. It was suggested that Anne take notes. Stuart appointed Anne.

**Amendment of Agenda:** need to add introductions and period for public comment

**Approval of the minutes:**

October 2023 Minutes-Approval 1<sup>st</sup>- Beth, 2<sup>nd</sup>- Bill

**Public Comment Period:** None

**Reports:**

**State Extension Specialist Report:**

- Adam attended via zoom- introduced himself to the new members. He announced to Board that Dr. Andy Turner has moved into Director role from the 4-H Lead.

**Executive Directors Report:**

- Tess found out through some research that meeting minutes should be posted within 2 weeks of meeting, even though not approved. Board would like them saying draft or unapproved so people know.
- Veggie Van- Tess is looking for grants to help fund
- Ag & Markets container garden grant is back this year. Will go hand and hand with seed to supper program.
- New showcase committee has been formed and have met for the first time. There are 2 board members on this committee.

**Program Area Reports:**

- Finance Committee: met before BOD, reviewed budget and voted to present to board
- Finance:
  - Robert presented the report for 2024 Proposed Budget

- Approved as presented: first-Fred, Second Gabe
- Strategic Planning:
  - No meeting yet, will plan meeting Oct. before BOD. Asked for revised plan to be sent out.
- Ag and Natural Resources:
  - Meeting was Sept 12
  - Dates sent out for 2024
  - Working with Ag in the classroom for Ag Lit week
- 4-H PAC:
  - Achievement night went great. Many families attended.
  - Programming: Holiday hangout and many other things.
  - Some clubs are doing joint meetings to get the kids together.
  - Petting zoo in the park for Christmas event was held. Went well
  - Formation of showcase committee, and held meeting
    - Possibly attach summary of meeting to BOD
- Community Health:
  - Meeting was last week
  - Discussion on what people are seeing-people going into debt
  - Ways to let people know of programs out there such as WIC, SNAP, Food Pantries

#### Old Business

- New board member suggestions to replace Stuart and need new president
  - Discussion on what qualities a new president should have
- Annual Dinner: thoughts? Was a good time, keep trivia, little cramped

#### New Business

- 2024 Holidays
  - Approved 1<sup>st</sup>- Hilda
  - Second- Beth
- BOD meetings
  - Motion to keep it on the 4<sup>th</sup> Thursday of month at 4:30p
    - Approved: 1<sup>st</sup> - Fred
    - Second: Bill

#### Other

- Allison wanted to know about the Master Preserver class. Tess said once she found one, someone would reach out.

**Adjourn 5:53 pm motion 1<sup>st</sup>- Beth, 2<sup>nd</sup> Fred**

The next board meeting will be January 25, 2024, in Annex building

Minutes respectively submitted by Anne Zschoche