

**Cornell Cooperative Extension Association Essex County  
Board of Directors Meeting  
Monday, March 25, 2024  
CCE Office, 8487 U.S. Route 9, Lewis, NY at 5:30pm**

**Optional: 5:00 PM:**

**Come early and meet Jen Guimaraes, Senior Team Leader for Community Vitality**

**Officers**

*President – Ashlee Kleinhammer*

*Vice President – Trisha Best*

*Secretary – TBD*

*Treasurer – Daniel Berheide*

*Supervisor Representative – Matt Stanley*

*Cornell University – Paul O'Connor*

**Committees:**

*Executive (Ashlee, Trisha, TBD, Daniel B.)*

*Nominating (Daniel B., Jackie)*

*Community Vitality (Trisha)*

*Agriculture and Natural Resources  
(George)*

*Adirondack Harvest (Adam)*

**Agenda**

**Call to Order**

**Adjustments to the Agenda**

**Approval of minutes of previous meetings:** January 22, 2023

**Financial Report – Laura Nicholson**

- Approval for Year-End transfer of funds
- Financial Statements - Review of Year-End 2023

**Reports:**

- Staff program report, provided
- Executive Director:
  - AR & BR agreements completed
  - Association Documents being finalized by March 31 deadline
  - Staff changes and ongoing hiring

**Old Business**

- 2024 Calendar – Proposed date change for May meeting: 5/6 or 4/29. Adjusted Thanksgiving holiday dates.
- NCRAT:
  - CCE Essex's contract termination was final in February 28 and we are no longer paying for services as of that date. The last county's termination will be effective in May and at that time all counties will receive some payment from remaining reserves. Andy Turner and CCE Administration have expressed a desire to

- communicate to all stakeholders that CCE Associations will continue to support our farmers using all available Cornell research, specialists and programs.
- Strategic Planning: Memorandum from Ruth-Ellen Blodgett and recommendation for completing the Plan

### **New Business**

- Appointments
  - Nominating (2 board with additional 3 community members TBD)
  - Staggering terms and renewing current Program Advisory Committee members
- Approval of 2024 Affirmative Action, Diversity & Inclusion Plan (AADIP)
- Approval of 2024 Emergency Management Plan

### **Other**

### **Adjourn**

### **Attachments:**

- Minutes of January 22, 2024
- 2023 Year-End Statements
- Staff programming report
- Strategic planning: Memorandum from Ruth-Ellen Blodgett
- 2024 Calendar
- 2024 AADIP
- 2024 Emergency Management Plan