

**Cornell Cooperative Extension Association Essex County
Board of Directors Meeting
Monday, March 24, 2025
CCE Office, 8487 U.S. Route 9, Lewis, NY at 5:30 PM**

Officers

President – Ashlee Kleinhammer

Vice President – Trisha Best

Secretary – Marcail Miller

Treasurer – Daniel Berheide

Supervisor Representative – Matt Stanley

Cornell University – Paul O'Connor

Committees:

Executive (Ashlee, Trisha, Marcail, Daniel)

Nominating (Trisha)

Community Vitality (TBD)

Agriculture and Natural Resources (George)

Adirondack Harvest (Mike Kuba)

Agenda

Call to Order

Adjustments to the Agenda

Approval of minutes of previous meetings: January 21, February 4 & 24, and March 6, 2025

Financial Report – Laura Nicholson

- Financial Statement Review for end-of-year 2024
- Cash flow projection
- Change to financial controls

Reports:

- Staff program report, provided
- Executive Director report
 - Longevity pay plan
 - DEI
 - Recognition of national award
 - Staffing update

Old Business

- Potential appointment of new board member
- PACs: Appointment of Community Vitality board liaison and last call for committee members
- Determination of end term(s) for new board member(s)
- Board paperwork

New Business

- Emergency plan approval

Other

Adjourn

Attachments:

- Minutes of January 21, 2025
- Minutes of February 4, 2025
- Minutes of February 24, 2025
- Minutes of March 6, 2025
- Financial statement for 2024
- Financial statement notes
- Authorizations & Financial Controls
- Staff programming report
- Emergency plan
- Draft longevity pay policy
- Memo regarding DEI at CCE Essex
- Projected cash flow chart
- Projected cash flow chart with safe funding