

Cornell Cooperative Extension Association Essex County
Board of Directors Meeting
Monday, May 19, 2025
CCE Office, 8487 U.S. Route 9, Lewis, NY at 5:30 PM

Officers

President – Trisha Best
Vice President – (vacant)
Secretary – Marcail Miller
Treasurer – Daniel Berheide

Supervisor Representative – Matt Stanley
Cornell University – Paul O’Connor

Members at Large:

Elisha Bartlett
John Culpepper
Krissy Leerkes
Michael Kuba
George Sayward
Florence Sears
Jessica Tyson

Committees:

Executive (Trisha, Marcail, Daniel)
Nominating (TBD)
Community Vitality (TBD)
Agriculture and Local Food (George)
Adirondack Harvest (Mike Kuba)

Agenda

Call to Order

Adjustments to the Agenda

Resolution thanking Ashlee Kleinhammer

Welcome of new Board members

John Culpepper and Elisha Bartlett

Approval of minutes of previous meetings: March 24, 2025

Election of Vice President

Adoption of 2025 Operating Guidelines

Financial Report – Daniel Berheide and Laura Nicholson

- April 2025 financial report
- Review of Cash Flow Projection
- Changes to Financial Controls
- Review of Grants and Contracts: Rooted in Learning; USDA SHELHE

Reports:

- Staff program report, provided
- Executive Director report
- Committee Reports – Board Liaisons
 - Community Vitality
 - Resignation of Kim Rielly
 - Appointment of Community Vitality Board Liaison
 - Recommendations for New members
 - Adirondack Harvest
 - Agriculture and Local Food

Old Business

- Updates to Board member terms

New Business

- Updated EEO Statement
- Updated EEO Policy

Other

Adjourn

Attachments:

- Minutes of March 24, 2025, meeting
- DRAFT 2025 Operating Guidelines
- Proposed EEO Statement
- Proposed EEO Policy
- March 2025 Financial Summary & Notes
- March 2025 Month-End Financial Statements
- Staff report