Cornell Cooperative Extension of Chemung County
Organizational Meeting
September 21, 2026
4-H Building at Chemung Co. Fairgrounds
170 Fairview Rd., Horseheads, NY
6:30 pm

Available: Amos, Cathy, Eric, Irene, Dan, Beth, Lawana, Tim, Tess, Robert, Katie
UNAVAILABLE: Rodney

I. Call to Order @ 6:31 by Cathy
II. Approval of 8.21.26 **Board Minutes** – Secretary, Lawana Morse
    A. Motion: Eric Seconded: Beth - Approved
III. Acceptance of the **Treasurer's Report** – Treasurer, Eric Powers
    A. Motion: Lawana Second: Beth - Approved
    B. Motion to move deferred revenue to operating budget: Eric Seconded:Beth - Approved
IV. State Extension Specialist Report: Tim
    A. Item to note: Leadership Conference
    B. Open Meeting Law refresher at state level
        1. Lots of questions - What is realistic and doable goals
        2. No board committees fall under the law - no binding decision
        3. Annuals meetings to be upcoming
V. Old Business
    A. Financial Status and Budget - Robert Shirley
        1. Not in a horrible place but work definitely needs to be done to bring books into good form
        2. Budget: Further discussion in executive session
        3. Certain roles are tied directly to county appropriations - discussion with Executive and Legislature needs to happen to make sure the understanding of how the money is spent is not tied directly to a salaried position
    B. Organizational Health Check - see emails
        1. Program funding expectations for leaders of the programs
        2. Team building event at Food Bank - board invited
        3. Staff moral keeps improving - just really looking for organizational stability
    C. Director Report - see emails
    D. New Director Search - Next Steps: Moved to new business
VI. New Business
    A. Work from Home Agreement discussion

1. Agreement on the books from COVID era but employees told it no longer was in effect - employees would like the option
2. Copy of current and Steuben policy provided for discussion
3. After much discussion of both policies, motion to table till next meeting was made by Amos, second by Dan - not approved - board wanted resolution for employees ASAP
4. Motion to adopt Steuben policy as is was made by Cathy, Second by Beth - passed with understanding to revisit in December for further clarification on policy due to former policy having more indepth guidance beyond the Steuben policy

B. Annual Meeting - December 5
C. Constitution review and update - Tess working at
D. Nominating Committee - only needed for board members
    1. Dan, Beth - appointed to board/need to be voted in at meeting/others put before the community
E. New Director Search - what does this role look like/What does the association need
    1. Full Time
        a) Pros: Stability, always available
        b) Cons: Funding Issues
    2. Shared-Time with neighboring county
        a) Pros: Helps with funding stream, greater collaboration with other county, current leadership already has experience with our staff
        b) Cons: split availability - reasonable expectations need to be placed and abided by both counties
    3. Split Role - Part Time Director/Part TIme Ag Ed - Further discussion to be had on this option if viable
    4. Postpone until further research is done on contract questions by Tim

VII. Executive Session
    A. In: Motion Eric, 2nd Dan
    B. Out: Motion Eric, 2nd Irene

VIII. Adjourn
    A. Motion Irene, 2nd Beth