



**Mission:** To sustain and support our community through collaborations that put experience and research to work.

**Vision:** Honoring the past, preparing for the future through: life-long learning; sustainable agriculture and natural resources management; healthy adults, youth and families; engaged communities.

## **BOARD OF DIRECTORS 2023 Organizational MEETING**

June 20th @ 5:00 p.m.

Hidden Valley 4-H Camp

2860 Hidden Valley Camp Road (whites Hollow Road)

Watkins Glen, NY 14891

- Welcome, Introductions & Call to Order
  - Welcome to Mark McCullough
- Public Comment
- Approval of Meeting Minutes – May 16th, 2023
- Prior Business
  - Review Board Member application
  - Hidden Valley 4-H Camp Update
- New Business
  - 21<sup>st</sup> Century REACH program update
  - Communications Intern
  - Strategic Plan
  - Public Health Essentials

### **Reports and Updates – WIGO: (What Is Going On)**

- *Finance Committee*, Howard Cabezas (5 min)
- *Mel Schroeder, Executive Director* (5 min)
- *Chad Hendrickson, CCEESC Board President* (5 min)
- *Adam Hughes, State Extension Specialist* (5 min)
- *Governance Committee*, Sarah Agan (5 min)
- *Legislative Report*, Michael Lausell (5 min)
- *PAC Reports*

### **Executive Session (if needed)**

**Next Meeting: July 18th, 2023**

**Adjourn**



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## **BOARD OF DIRECTORS 2023 MEETING**

June 20, 2023 @ 5:00 p.m.  
Hidden Valley 4-H Camp  
2860 Hidden Valley Camp Road (Whites Hollow Road)  
Watkins Glen, NY 14891

**Attendees:** Chelsea Stamp, Kristin Van Horn, Mark McCullouch, Michael Lausell, Paul Bartow  
Rick Reisinger, Riqui Hess

**Excused:** Chad Hendrickson; Howard Cabazas, Mark Rondinaro, Sarah Agan

**Staff:** Mel Schroeder, Virginia Montopoli

**Call to Order** – Meeting called to order at 5:02 p.m. by Paul Bartow.

**Public Comment** – None

**Welcome and Introductions** – Newest Board Member, Mark McCullouch

### **Approval of Meeting Minutes – May 16th, 2023**

**Motion** to approve minutes from the May 16<sup>th</sup>, 2023 meeting made by Kristen Van Horn; second Riqui Hess. Chelsea Stamp abstained. **Motion unanimously approved.**

### **Prior Business**

- Review Board Member application  
Application approved at last meeting; final application will be fillable and added to CCES website.
- Hidden Valley 4-H Camp Update  
Short on male counselors; key positions staffed (kitchen, nurses, everybody who needs to be certified to run the pool); a little under budget with staffing dollars but over budget on pool due to a corroded part that had to be replaced at \$2,750.

### **New Business**

- 21<sup>st</sup> Century REACH program update  
It looks like there will be additional funding from NYS for REACH. Odessa will be running a summer program this year with REACH funds but Watkins will not.



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- **Communications Intern**  
Sanna Wilbur will be with at CCES from August through the end of the year, she is interested in writing and journalism. Sanna will be working with the Executive Director and the Communications Coordinator; she will help with the blog, materials for the teaching garden, farm trail weekend, annual meeting etc.
- **Strategic Plan**  
The strategic plan is up at the end of 2024, it is not too early for the Board to start thinking about the questions for the public.  
**Action Item:** Mel Schroeder will create an electronic file to include the current strategic plan, 2019 survey questions and results etc. and upload it to the Box.
- **Public Health Essentials**  
Mel Schroeder and Riqui Hess are taking the Public Health Essentials course through Cornell and throughout NYS for anyone who works in public health. Schuyler County is teamed with Cortland County (a team of six); Cornell will be giving CCES a tentative amount of \$10,900 when the course is complete in August.

## Reports and Updates

- *Finance Committee, Howard Cabezas*  
The Finance Committee did not come together, but will meet in July to review May and June financials.
- *Mel Schroeder, Executive Director*
  - **Teaching Garden**  
Shawn Tubridy and the Master Gardeners have been working daily in the garden cleaning up invasive weeds, over grown beds and making overgrown paths more walkable. Chad Hendrickson will help with the grapes and Rick Reisinger will share his fruit and master gardening expertise. The Office of the Aging is interested in having an herb garden to grow fresh herbs. Shawn is developing a two-year plan for the garden; her goal is to have the garden in shape to host classes there.
  - **Camp**  
Getting ready to open camp, 60 registered, four of the six weeks are full; making sure each staff has the required trainings before the July 1<sup>st</sup> opening.



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- Grape Crop Damage  
NYS did declare an emergency for grape vineyards that suffered crop damage from the frost; they will be able receive relief, apple orchards were not included. Hans Walter-Peterson, FLX grape specialist explained over Zoom the process and procedures for reporting damages.

**Action Item:** Invite Hans Walter-Peterson to the next meeting to give an update.

- *Chad Hendrickson, CCESC Board President* – No report
- *Adam Hughes, State Extension Specialist* – No report
- *Legislative Report*  
Michael Lausell reported that sales tax has taken a dip; waiting to hear more.
- *PAC Reports* – No reports

**Next Meeting:** July 18th, 2023 at Lakewood Vineyards Winery, 4024 NY-14, Watkins Glen, NY.

**Adjourn** at 6:02p.m. **Motion** to adjourn made by Michael Lausell; second Rick Reisinger. **Motion unanimously approved.**

**Minutes Submitted** by Virginia Montopoli on July 3<sup>rd</sup>, 2023.



## Cornell Cooperative Extension Schuyler County Board of Directors Expectations and Membership Application

Thank you for your interest in serving on the Cornell Cooperative Extension Schuyler County Board of Directors. We are proud of our 100+ year history serving the community and count on a dedicated and engaged Board to help advance our mission.

To assist you in determining your interest in, and capacity to serve on the CCESC Board please review the following document outlining our Vision, Mission, Core Values and basic expectations regarding Board service. Assuming you are still interested (and we hope you are!), we ask that you take a few minutes to complete the Board Member Application at the end of this document. You may send your completed application to [schuyler@cornell.edu](mailto:schuyler@cornell.edu) or provide directly to any current Board member or the Executive Director. You may also mail your application or drop it off at our office.

### Our Mission, Vision, and Core Values

<p><b>Vision:</b> Honoring the past, preparing for the future through:</p> <ul style="list-style-type: none"> <li>▪ Life-long learning</li> <li>▪ Sustainable agriculture and natural resources management</li> <li>▪ Healthy adults, youth and families</li> <li>▪ Engaged communities</li> </ul>	
<p><b>Mission:</b> To sustain and support our community through collaborations that put experience and research to work.</p>	
<p><b>CCESC Core Values: RISE</b></p>	
<p><b>Resilience:</b> As individuals and as an organization we are agile and able to adapt; we embrace challenges as an opportunity to learn and continually improve.</p>	<p><b>Innovation:</b> We are committed to unearthing untapped potential by exploring alternatives and constantly seeking and offering new solutions.</p>
<p><b>Sustainability:</b> Our 100 year + commitment to sustainability is in our DNA. We believe in using what history has taught us while thinking strategically about our future.</p>	<p><b>Education.</b> CCE’s foundation: it is what we do. We are committed to providing conventional and alternative ways of educating a cross-generational community of people interested in and committed to learning and putting knowledge to work to enrich their lives.</p>



## Board Member Expectations

In the spirit of helping you assess your interest in, and capacity to, serve, we've delineated some basic expectations (framed as statements to help bring the expectations to life) below. These are not intended to be exhaustive. Nor are they intended to limit the ways in which you may want to contribute. The bottom line: we want to make sure you know in advance what you are signing up for.

- I view my Board service as an *honor and not an obligation or favor*.
- I will **proactively contribute my time and talent** to advocate for and advance CCESC's Mission, Vision, and Core Values.
- I intend to be an **engaged Board member**, meaning:
  - I will attend and actively participate in Board meetings (including advance review of Board meeting materials as much as possible); when I cannot attend Board meetings, I will notify the Board President and Executive Director in advance about my absence.
  - Outside of unforeseen and unavoidable events, I understand if I miss more than three Board meetings (annually) I will be asked to reassess if I am interested in and able to continue to serve and may be asked to resign.
  - I will be proactive in bringing my ideas to the Board and the Executive Director and understand my role is not to engage in CCE operations.
  - I understand I may serve up to two three-year terms.
- **I will support CCE events.** While there is no expectation of attending all CCE events and programming, I recognize my presence matters. I will "show up" to support the CCESC Team and the Mission when I can, and especially where an event aligns with the contributions I have to make to CCESC and the community we serve. I will make it a priority to support especially important events, such as Wines in the Valley, the annual meeting, etc.

## Board of Directors Membership Application



Name:	
Address:	
Phone:	Email:
Occupation (current or former if retired):	
Current Employer and Position/Role:	
Why do you want to serve and in what ways do you envision you will you contribute to the Cornell Cooperative Extension Board of Directors and the CCESC Mission?	
What concerns, if any, do you have about serving?	
Past volunteer and paid experiences that relate to Board membership:	
What else would you like to share?	





Would you consider serving as an officer of the Board?

**\*NOTE(S):** Elections will take place at the annual meeting, typically scheduled in late November or December. Please contact the office on deadlines and requirements for nominations and reach out to the Executive Director using the contact information listed above. Occasionally, mid-term replacements are required and you may be approached to fill an open position. If you are completing this form electronically feel free to use as much space as necessary to answer questions. If you are completing the application in hard copy, feel free to use the back of this paper if you need additional space.