



**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**

May 16 @ 5:00 p.m.

Lakewood Vineyard

4024 NY-14, Watkins Glen, NY 14891

- Welcome, Introductions & Call to Order
- Public Comment
- Approval of Meeting Minutes – March 21, 2023
- Prior Business
  - Board Member Sexual Harassment training reminder
  - Board Member application review
- New Business
  - Hidden Valley 4-H Camp – staffing concerns
  - CCE Teaching Garden Update
  - Annual Meeting – Tentative Dates and Month

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

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

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

**Next Meeting: June 20, 2023**

**Adjourn**



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## BOARD OF DIRECTORS MEETING

May 16<sup>th</sup> 2023 | 5:00 p.m.

Lakewood Vineyard, 4024 NY-14, Watkins Glen, NY 14891

Attendees: Chad Hendrickson, Howard Cabezas, Kristin Van Horn, Mark Rondinaro, Michael Lausell, Rick Reisinger, Riqui Hess, Sarah Agan

Excused: Chelsea Stamp, Paul Bartow, Steve Beaver

Staff: Mel Schroeder, Virginia Montopoli

### Call to Order

Meeting called to order at 5:05 p.m. by Chad Hendrickson

### Public Comment

None

### Approval of Meeting Minutes – March 21<sup>st</sup> 2023

**Motion** to approve minutes from the March 21<sup>st</sup> 2023 meeting made by Kristen Van Horn; second Riqui Hess. **Motion unanimously approved.**

### Prior Business

- *Board Member Sexual Harassment Training reminder*  
Those who have not completed the training, May 31<sup>st</sup> 2023 is the deadline.
- *Board Member Application Review*  
Steve Beaver resigned from the Board. Mark McCullough, president of the Schuyler County Farm Bureau has agreed to step-into Steve's term. Mark's application will need to be nominated at the next annual meeting; an electronic version of the application will be added to the CCE website.

**Action Item:** Chad Hendrickson will forward the application to Mark McCullough to complete.

**Motion** made by Kristin Van Horn to approve this application with corrections on the board expectations section and correcting any typos; second Mark Rondinaro. **Motion unanimously approved.**



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- New Business

- *Hidden Valley 4-H Camp – Staffing Concerns*

- This year there is a real problem with finding qualified staff, six counselors and life guards are still needed; trying to find ways to reach out to people who need employment; shifted to hiring counselor staff for 2-week increments instead of all summer; weeks have been capped lower.

- **Action Item:** Chad Hendrickson will share camp hiring flyer with the State Farm Bureau ProEd Council for posting to their website. He will also share the flyer with the manager of the Big Red Barn on campus.

- CCE Teaching Garden

- Shawn Tubridy has taken over as the temporary horticulture gardening person and has been making good strides in cleaning up the gardens. Shawn is working with the master gardeners to bring it back to how it used to be. Rick Reisinger is willing to help out in the gardens.

- *Annual Meeting – Tentative Dates and Month*  
Hold Thursday, December 7<sup>th</sup> 2023

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

- *Finance Committee, Howard Cabezas*

- Howard reported on year end 2022 and January, February, and March 2023 financials.

- 2022 ended with a balance of \$536,824.

- January 2023 ended at \$540,329; Cornell bill \$44,194.65 and other \$13,639.

- February 2023 ended at \$554,391; Cornell bill \$45,390.41.

- March 2023 ended at \$636,002; Cornell bill \$44,663.41.

- **Motion** to approve January 2023, February 2023, and March 2023 financial reports pending independent financial review made by Mark Rondinaro; second Rick Reisinger. **Motion unanimously approved.**

- **Action Item:** Every month moving forward financial materials sent to the finance committee for review and approval will be shared with the Board before the financial committee meets.

- *Mel Schroeder, Executive Director*

- Hold Sept 29<sup>th</sup>, 2023 for the Farm Tour Weekend reception, it will be hosted at one of the wineries with tours and will highlight every farm participating in the tour; all the CCE staff will be at different farms.



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- *Chad Hendrickson, CCESC Board President*  
Chad reported that Steve Beaver resigned from the Board and Mark McCullouch will step-into Steve's term.
- *Adam Hughes, State Extension Specialist – No report*
- *Marketing Committee, Sarah Agan*  
At the February 21<sup>st</sup> 2023 Board meeting, it was agreed that the Governance Committee will replace Marketing.
- *Legislative Report, Mark Rondinaro*  
April sales tax is down 4% from the previous April; for the year it was 12.4% up through March but with April's numbers it's now 7.7%.
- *PAC Reports – No reports*

**Next Meeting: June 20, 2023**

Tentative location Hidden Valley 4-H camp.

**Adjourn** at 6:10 p.m.

**Motion** made by Mark Rondinaro; second Michael Lausell.

**Submitted** by Virginia Montopoli on May 23, 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 offices (see address above).

### 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>



## Basic 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?	

**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.



# Apply Today!

**Come work in the Beautiful Finger Lakes of Upstate NY!**

## Join Our Team!

June 25<sup>th</sup> — August 13<sup>th</sup>

### Currently Seeking:

- ◆ Camp Counselors
- ◆ Lifeguards
- ◆ Kitchen Staff
- ◆ Program Staff

Help us deliver an amazing educational experience to our campers this summer while we invest in your leadership skills and professional growth.

**Staff training provided.**



<http://cceschuyler.org/jobs>



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