

**Cornell Cooperative Extension Schuyler County  
BOARD OF DIRECTORS MEETING**

**Minutes**

Feb 24th, 2021

8:30am Via Zoom

Present: Sarah Agan, Paul Bartow, Alexandra Bond, Howard Cabezas, Taylor Cartwright, Dominic Costa,  
Chad Hendrickson, Michael Lausell, Emily Marcellus, Leslie Morris and Rick Reisinger.

Public: none

Excused:

Absent:

Staff: Nathan Scott, Cathy Barnes and Susan Neal

TOPIC	DISCUSSION / RECOMMENDATION (s)	FOLLOW-UP / ACTION
<b>Call to order</b>	Meeting called to order at 8:34am by Sarah Agan	
<b>Public Comment</b>	None	
<b>Minutes from previous meeting</b>	a. Jan 2021	Motion made by Michael Lausell to accept the November meeting minutes, seconded by Paul Bartow  Aye: 11 Nay: 0, Abstain: 0. Motion carries unanimously.
<b>Reports and Updates</b>	<p><b>1.Election of Officers and Committee Assignments</b></p> <ol style="list-style-type: none"> <li><b>1. President- Sarah Agan</b></li> <li><b>2. Vice President- Alexandra Bond</b></li> <li><b>3. Treasurer- Chad Henrickson</b></li> <li><b>4. Secretary- Taylor Cartwright</b></li> </ol> <p><b>Any nominations from the floor?</b></p> <p><b>2. 2021 Committee Assignments/Appointments</b></p> <ol style="list-style-type: none"> <li>a. Recording Secretary (Cathy Barnes)</li> <li>b. Finance Committee (President, Treasurer, at least two additional members) Sarah Agan, Chad Hendrickson, Emily Marcellus and Paul Bartow.</li> <li>c. Personnel Committee (Officers of the Board,</li> </ol>	<p>1. Leslie Morris moves to approve the current slate of officers for 202, Paul Bartow seconds.</p> <p>Any discussion?</p> <p>Aye:11 Nay: 0, Abstain: 0. Motion carries unanimously.</p> <p>2. look into whether family members are able to serve on the same committee</p>

- one additional member) Michael Lausell
- d. Nominating Committee (Currently 5- Majority must be non-board) Alexandra Bond
- e. Marketing Committee (Minimum 5 including at least 3 board members) Leslie Morris, Taylor Cartwright, Paul Bartow
- f. Agriculture and Natural Resources Board Liaison (one) and Chairperson- Dominick Costa, Rick Reisinger and Taylor Cartwright
- g. Youth and Family Board Liaison (one) and Chairperson- Taylor Cartwright and Howard Cabezas. Leslie may have a parent liaison that would be willing to serve. Who is the chair
- h. Hidden Valley 4 H Camp Board Liaison (one) and Chairperson- Emily Marcellus and Howard Cabezas
- i. Finger Lakes Grape Program AMG (Executive Director) Nathan Scott
- j. Finger Lakes Shared Business Network (Executive Director) Nathan Scott
- k. Fund Development committee?- Not a PAC, but rather a committee that would work with the marketing committee to work on fund development. Anne Sibley has a great deal of fund development experience and is eager to work on this. Fundraising need a specific effort and it probably should be a board committee. What are the next steps? Paul Bursic would be a fantastic community member to work with a board chair to move forward. Michael will reach out to Paul Bursic.
- l. *Energy and Environment PAC?- postpone- please think about if you would like to be involved in this PAC.*

**3. Reports and Updates:**

- a. Adam Hughes, State Extension Specialist- not present- Nathan- all the associations are being tapped by CDC to support vaccination education. Nathan does not feel we have the capacity to do that at this time.
- b. Finance Committee, Chad Hendrickson- Review fund balance transfer spreadsheet. Need to approve the new Ginny Housknicht account and then approve all of the other fund transfers. December monthly reports include all of the transfers needed to close out the year-end. Transactions have been completed. Typical December, other than revenues were down significantly. Nathan- a

- A. Chad makes the motion to create a new account for Ginny Housknichts donation. Seconded by Alexandra Bond. Aye: 11 Nay: 0, Abstain: 0. Motion carries unanimously.
- 3. b. Chad makes a motion to accept all the year end fund balance transfers. Seconded by Michael Lausell. Aye: 11 Nay: 0, Abstain: 0. Motion carries unanimously.
- b. Alexandra Bond makes a motion to approve Dec financial reports pending independent financial review. Seconded by Howard Cabezas. Aye: 11 Nay: 0, Abstain: 0. Motion carries unanimously.

	<p>huge takeaway is the diversity of programming that helped CCESC to offset the loss of camp revenues in 2021. Kudos to all of the programming, staff and support.</p> <ul style="list-style-type: none"> <li>c. Marketing Committee, Leslie Morris- not a lot to report. Met with Nathan and Anne. Usually meet Wednesday mornings at 8:30 am. Which will start again in March.</li> <li>d. Legislative Report, Michael Lausell- A lot of questions about vaccination program, things are going well as supplies are coming in. We have the lowest positivity rate in the entire state. Feel that quickly there will be an issue to use all the doses that are distributed.</li> <li>e. PAC Committee Reports <ul style="list-style-type: none"> <li>i. Ag and Natural Resources – Dominic- Great to hear that all of the farmers had a great year last. They were able to meet the restaurant deficit. Spring pop-up market and June 19<sup>th</sup> Plant Sale in Hector. Also, Steve Sierick states that the TBEX event that CCE helped with is a major reason for his farms success!</li> <li>ii. Hidden Valley Camp – Emily- Camp will be opening!</li> <li>iii. Youth and Family – Taylor- Mel is working on getting everyone together in March.</li> </ul> </li> <li>f. Sarah Agan, CCESC Board President- Very happy to have Nathan on board and excited to see how we will move forward. No additional updates.</li> </ul> <p>4. Nathan Scott, Executive Director- Emily gave you the update that camp will be happening, registration will begin March 1<sup>st</sup>. Still waiting on the actual guidelines. Our communications and platforms are not yet ready. There are some technical challenges and website issues. We are working hard to get it open as soon as possible. Mel is really stretched thin right now. If liaisons/board members can help her setting up meetings and outreach that would be great. Take a look at the CDNR report that gives the an idea of what is going on. Thank you to everyone, I’m feeling good about where things stand. There are concerns about staff work loads, the team is doing a fantastic job.</p>	
<p><b>OLD BUSINESS</b></p>	<ul style="list-style-type: none"> <li>a. Farm Donation- Michael will show Nathan the farm site</li> <li>b. BR agreement- Signed and updated</li> <li>c. 2021 Staff Holiday Schedule- we ended up approving 2 additional staff holidays. Sue brought up that we added 2 holidays without taking 2 away. Are we going to honor what we voted on or are we going to retract that from the staff. Sarah feels that the 2 additonal holidays are honored for this year only as a way of acknowledging</li> </ul>	<p>c</p>

	<p>the staffs hard work, the total cost is \$4,700. In the future maybe we could offer 15 days of holiday and give staff a choice on the days that they would like to take.</p> <p>d. Board Bios- postponed</p>	
<b>New Business</b>	<p>a. Meetings with Nathan- Nathan would like to schedule meetings with board members over the course of the next week to get to know each other.</p>	
<b>Other Business</b>		
<b>Next Meeting</b>		
<b>Adjourn</b>	Meeting adjourned at 10:14 by Sarah Agan	Paul makes a motion and Michael seconds

Submitted by Cathy Barnes, CCE Board Secretary