

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

Agenda & Minutes

June 23, 2021

8:30am Via Zoom

<https://cornell.zoom.us/j/6314960159?pwd=MjdlazMwS2Q2dVFLa1kyYUlyUFNwUT09>

Present: Chad Hendrickson, Dominic Costa, Howard Cabezas, Leslie Morris, Paul Bartow, Rick Reisinger, Taylor Cartwright

Public: None

Excused: Sarah Agan, Alex Bond, Adam Hughes, Michael Lausell

Absent: Emily Marcellus

Staff: Nathan Scott, Virginia Montopoli, Erica Herman, Anne Sibley, Susan Neal

TOPIC	DISCUSSION / RECOMMENDATION (s)	FOLLOW-UP / ACTION
Call to order	Meeting called to order at 8:38 am by Chad Hendrickson Request to record meeting: All are in agreement.	
Public Comment	None	
Minutes from previous meeting	Motion made by Howard Cabezas to accept the May meeting minutes, seconded by Paul Bartow	Aye: 7, Abstain: 0. Motion carries unanimously.
Staff Conversation	Erica Herman, FLX Heat Smart (15 min) Erica Herman presented an overview of the FLX Heat Smart program which she directs, and then requested Board member support for helping to get the word out about her program so that a wider audience could access the Heat Smart program. Her presentation is available for viewing.	
Old Business	1. Establish Fundraising Committee – Anne Sibley (15 min) Anne’s presentation is available for viewing Brief summary <ul style="list-style-type: none"> • Composition & Operations: Minimum two board members, two non-board members, CCE Executive Director and any staff the ED assigns • Responsibilities & Expectations: Develop annual fundraising plan, identify potential donors, determine fundraising goals • Commitment: 1-4 hours per month; typically around 10 hours per month during 1-2 months of fundraising campaign 	Paul Bartow volunteers to be part of the committee Anne will send the board a pdf outline of what took place last year. Board members to email

	<ul style="list-style-type: none"> • Potential fundraising plan for the year (listed in Fundraising Committee proposal) <p>Initial committee members will be Paul Bartow, Nathan Scott, Anne Sibley and anyone else volunteering. Possibly Sarah Agan? The committee will meet within the next month, before the next board meeting</p> <p>2. Farm donation – (see attached report) (2 min) Offer withdrawn due to Michael’s concerns about potential conflict of interest. Michael Lausell’s full text can be seen in Appendix A.</p>	<p>Nathan suggestions for committee members.</p> <p>Need to solicit other potential members. Paul Bursic?</p> <p>Remove farm donation from ongoing agendas.</p>
<p>New Business</p>	<p>None</p>	
<p>Other Business</p>	<p>Staffing update – Nathan Scott (5 min) New hires: Virginia Montopoli (Administrative Assistant) and Danielle Cook (Communication Specialist). With the addition of the new hires, the staff are now in roles that are clear to both themselves and everybody else. Staff appears to be happy with the clarity that's come as a result of the reorganization.</p> <p>There was concern whether Cathy Barnes was going to be staying. She will be in a new role as Ag program assistant working with Brett and Roger.</p> <p>“Climate survey” – planning to postpone (3 min) Sarah Agan has taken the lead to survey both the staff and the board to get a sense on how things are going coming out of the pandemic and are we on mission. We were hoping to get the survey started sooner, but it’s been a very busy summer so far, so we’re going to push it back to August or September rather than June/July.</p> <p>Joint Board/Staff mini retreat – late summer or fall (2 min) As part of the climate survey we were hoping to have a mini retreat with the staff and the board. Possibly a half day or perhaps on a weekend. This will also be pushed back to August or September as planning has not started yet. Anyone interested in being a part of that, let Sarah or Nathan know.</p> <p>Update from the Plant Sale (3 min) Several staff and Board members who attended the Plant Sale shared how successful it was and how good it was to see so many people there. Approximately 1,000 attendees compared to last year’s 350. There were several suggestions on improvements which could be made to future events which will be passed on to Roger. Any further</p>	

	<p>suggestions for improvements should be made to Roger.</p> <p>Need for Camp cook (2 min) Still looking for someone to run and manage the kitchen. Mel and Bruce will advertise through various channels. A job description would be helpful.</p>	
<p>Reports and Updates</p>	<p>WIGO: (What Is Going On)</p> <ul style="list-style-type: none"> • Alex Bond, CCESC Board Vice President (5 min)—no report • Nathan Scott, Executive Director (5 min) <p>Staff is feeling good with a lot of positive energy. An in-person team building meeting at Havana Glen over the summer was a success. Office clean-up lead by Sue going very well. Nathan working at home 1-2 days/week..</p> <ul style="list-style-type: none"> • Adam Hughes, State Extension Specialist (3 min)—no report • Finance Committee, Chad Hendrickson (5 min) Finance Committee did not meet in June due to conflicting schedules. A more extensive report will be presented at the next Board meeting. • Marketing Committee, Leslie Morris (2 min) The committee has not met since the last board meeting. Now that Danielle is on board, they will come up with a marketing plan for the next meeting. • Legislative Report, Michael Lausell (5 min) <p>At the June 14, 2021 Legislative Session, the legislature unanimously approved Intro 15 - restoring the amount of \$11,354 to the CCESC budget for 2021.</p> <p>The legislature also approved Intro 10 setting the date for a public hearing on the Schuyler County Agricultural and Farmland Protection Plan. The public hearing will be at the next Legislative Session on Monday, July 12, 2021 at 6:30 p.m. in the legislative chambers.</p> <p>I believe it would be invaluable for board members to review the plan to understand the recommendation on how county agencies and the legislature can work together to further the goals of the plan.</p> <ul style="list-style-type: none"> • PAC Committee Reports (5 min) 	

	<p>Ag and Natural Resources – Dominic Upcoming events: July 18, mushroom talk (focus on summer tree identification) and Sept. 25-26, trail weekend forum</p> <p>Hidden Valley Camp – Emily As Emily was absent, Nathan presented the Hidden Valley report. Recruitment and enrollment are good and the day camp is full. Because of COVID, a lot of pressure has been put on the camp staff from the Department of Health. The staff is keeping up with everything, and it should be a very successful camp program.</p> <p>Youth and Family – Taylor The focus has really been on Camp lately, so there has been no meetings in a couple months.</p>	
Call for Actions		
Next Meeting	July 28th, 2021 Location: Reisinger's Apple Farm	
Adjourn	Meeting adjourned at 9:57 am by Chad Hendrickson	

Submitted by Virginia Montopoli, CCE Recording Secretary

Supporting Documents

- Appendix A: Michael Lausell’s email text (see below)

Appendix A

To: CCE of Schuylers County
From: Michael Lausell
Re: Farm Donation Update
Date: June 22, 2021

The CCE board has had the farm donation subject as a recurring agenda item for over a year, and as the person that initiated the offer, after reviewing the applicable ethical issues in my role as both a Schuylers County Legislator and a CCE of Schuylers County board member, I am taking the step of formally withdrawing the offer of a farm donation from consideration by the CCE board.

I take this step because I believe the donation of a property that is located almost adjacent to my existing farm and home, creates the possibility that the donation could be seen as enhancing the value of my existing farm. Whether this might turn out to be the case, it is the mere creation of an appearance of impropriety that triggers the restrictions imposed by General Municipal Law Article 18 and the Code of Ethics of the County of Schuylers.

My service on the board of CCE creates the additional consideration of avoiding a conflict of interest situation as a CCE board member. In many conflict of interest situations, it is acceptable for the person with the conflict to avoid participating in the discussion and vote on the issue involved. However, given my ongoing role on the CCE board, and that I was the person responsible for initiating the discussion, I believe it would be inadvisable for me to routinely recuse myself from future decisions regarding what would be a sizable undertaking for the organization.

I apologize for having taken up the board's time on this project, driven by my own enthusiasm for CCE having the ability to provide hands on education as a means to further the well being of our community and our local economy. However, I believe I will better be able to continue to further CCE's goals by continuing to serve on the county legislature and as the legislative representative on the CCE board.