

**Cornell Cooperative Extension Schuyler County
BOARD OF DIRECTORS MEETING
Agenda & Minutes**

8:30am, Oct 27th, 2021 in Room 120, Human Services Bldg

Present: Chad Hendrickson, Howard Cabezas, Michael Lausell, Paul Bartow, Rick Reisinger, Sarah Agan

Public:

Excused: Adam Hughes, Alex Bond, Dominic Costa, Taylor Cartwright

Absent:

Staff: Marissa Nolan, Virginia Montopoli, Nathan Scott

TOPIC	DISCUSSION / RECOMMENDATION (s)	FOLLOW-UP / ACTION
Call to order	Meeting called to order at 8:35 am by Sarah Agan	
Public Comment	None	
Previous meeting Minutes	Motion made by Michael to accept the September meeting minutes, seconded by Howard	Aye: 6 Nay: 0, Abstain: 0. Motion carries unanimously.
Staff Conversation	Marissa Nolan – Environmental Educator (15 min) Marissa presented an overview of the Food Waste Prevention program she leads. Her presentation is available for viewing.	
New Business	2022 Budget conversation – Nathan (15 min) <ul style="list-style-type: none"> • Update on County Appropriation increase The legislature has approved a 10% increase in next year’s appropriation. • Draft 2022 Budget A draft budget was submitted to the finance committee on 10/25. It’s a draft because there are some program uncertainties. The plan is to revisit the budget to bring clarity to unknown program revenue that are in flux, then present a budget for approval at the November meeting. <p>Board members are invited to attend the 11/15 Finance Committee meeting (via Zoom) for finance committee review of the budget and for anyone on the Board who would like to make comments. Then the full Board can review it on 11/17, assuming it’s ready to be approved.</p>	Nathan will send Board members the Zoom link for the 11/15 finance committee meeting.

	<ul style="list-style-type: none"> • Staff salary increase Right now the budget reflects a 3% salary increase for staff. Some of the staff are within the recommended range of the Cornell Broadband study and some are not. Nathan would like to give everybody a baseline increase of 3% increase for the cost of living and then to adjust individual salaries for those that are below the recommended rates. Recommendations will then be made to the Finance Committee. 	
Prior Business	<ul style="list-style-type: none"> • Fund Development Planning – FLX Gives Day (15 min) Finger Lakes gives will run for 24 hours 11/11-11/12 from 6 pm through 6 pm. CCE postings will be on social media (Facebook, Instagram, website). Other ways of donating besides online (check, Paypal) are listed on CCE webpage. Help is needed from Board members to amplify the message that FLX day is coming up and how to donate. The hope is that Board will share the prepared email on FLX Gives Day and social media posts with their own personal network. • Plans for Annual Meeting – Sarah & Nathan (10 min) Plans are to have the Annual Report presented at the annual meeting. Keith Tidball was suggested as a potential speaker but he hasn't responded. Chad suggested Larry van de Valk, Executive Director of LEAD NY (https://cals.cornell.edu/lawrence-van-de-valk). The Board agreed on Tuesday, December 7 from 5:00-8:00 pm for the Annual Board meeting. It was agreed that Grist Iron would be a good location. • 2022 Board meeting dates – Nathan (2 min) Postponed until next meeting 	<p>Nathan to have pledge forms resent to to Board members.</p> <p>Suggestions for Annual Meeting speakers should be sent to Nathan.</p> <p>Nathan will reach out to Larry van de Valk if he doesn't hear back from Keith Tidball.</p> <p>Chad will reach out to Grist Iron to check on available dates/time, separate room, fee, outside food allowed (e.g., pies)</p>
Reports and Updates	<p>WIGO: (What Is Going On)</p> <ul style="list-style-type: none"> • Finance Committee, Chad Hendrickson (5 min) The committee met on 11/25 to review the June, July and August financials. The committee approved them and recommended board approval. Motion to pass June, July and August 2021 financials pending independent review made by Chad and seconded by Rick 	<p>Aye: 6 Nay: 0, Abstain: 0. Motion carries unanimously</p>

	<ul style="list-style-type: none"> • <i>Nathan Scott, Executive Director (5 min)</i> Fundraising and annual report already reported on. We're working on performance reviews, annual plans of work for next year, and staff changes. Nathan is working with the team on the end of year preparations. The Teen fall leadership weekend retreat was held at camp October 22-24 with 30 kids. Bruce, Mel and Nathan were presenters. The energy was great and the kids were focused. It was an all around good event. • Sarah Agan, CCESC Board President (5 min) Chad and Alex have worked on a 3 month plan for the climate survey. It's going to be really hard to do anything meaningful in 3 months so extending the period to 6 months, and hiring a consultant who could come in and work with Nathan and the team and a little bit with the Board. Motion made by Chad to: 1) Extend the 90 day period to 6 months, 2) Approve spending up to 8,000 for a consultant and 3) The 6 month period to begin once the consultant is hired. Motioned seconded by Michael. Sarah recommended two consultants and there are others. One of the consultants Sarah recommended is incredibly competent would probably be willing to do this work for the recommended amount. Several members feel there is a sense of urgency and the need to move forward on this. Motion to amend the decision to contact the proposed consultant and for her fee not the exceed \$8,000. Motioned seconded by Michael. • <i>Adam Hughes, State Extension Specialist (5 min)</i> • <i>Marketing Committee, Leslie Morris (5 min)</i> • <i>Legislative Report, Michael Lausell (5 min)</i> For clarification, there was enough support to get the swimming pool resolution approved by the committee, but as Nathan mentioned the legislature asked CCE to come up with part of the requested money. It's is our policy to provide 80% and the requestor to raise the other 20%. 80% was quite generous and there is definitely support for CCE. 	<p>Aye: 6 Nay: 0, Abstain: 0. Motion carries unanimously</p> <p>Sarah to reach out to the proposed consultant for a scope of work.</p> <p>Aye: 6 Nay: 0, Abstain: 0. Motion carries unanimously</p>
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	<ul style="list-style-type: none"> • PAC Committee Reports (5 min) <ul style="list-style-type: none"> ○ Ag and Natural Resources – Dominic ○ Hidden Valley Camp – Taylor ○ Youth and Family 	
Next Meeting	November 17, 2021 at the Human Resources Complex, conference room 120	
Adjourn	Meeting adjourned at 10:20 am by Sarah, seconded by Howard	

Submitted by Virginia Montopoli, CCE Recording Secretary

Supporting Documents

- Minutes from Sept meeting
- Sept CDNR Report
- Proposed Board meeting dates for 2022