



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.

APPROVED BY THE BOARD ON MARCH 19, 2024

BOARD OF DIRECTORS 2024 Organizational MEETING

February 16 @ 4:00 p.m.

Schuyler County Shared Services Complex
910 S Decatur Street, Watkins Glen, NY 14891

Attendees: Adam Hughes (ex-officio), Chad Hendrickson, Chelsea Stamp, James Nolan, Mark McCullouch, Mark Rondinaro, Michael Lausell, Paul Bartow, William Hayes

Excused: Kristen Van Horn, Riqui Hess

Staff: Adam Hughes, Mel Schroeder, Susan Neal, Virginia Montopoli

Welcome, Introductions & Call to Order

Meeting called to order by Chad Hendrickson @ 4:01pm

Board members introduced themselves to new members William Hayes and James Nolan.

Additions to the Agenda

None

Public Comment

None

Approval of Meeting Minutes – November 14th, 2023 & December 6th, 2023

Motion to approve minutes from the November 14th, 2023 and the December 6th, 2023 minutes made by Paul Bartow; second by Chelsea Stamp (new members William Hayes and James Nolan abstain). **Motion unanimously approved.**

Board Orientation Training

Dates via Zoom – open to all board members

February 21 from 6:00 to 7:00 p.m. (Wednesday)

March 14 from 6:00 to 7:00 p.m. (Thursday)

Adam Hughes is offering the training session to all members, not just new members.

Action Item: Mel Schroeder to resend link to Board members.

AGREEMENTS AND AUTHORIZATIONS

AR Agreement (Annual Requirement) – **approved**

BR Agreement (Business Requirement) – **approved**

Fiscal Authorization – **Motion** to approve the Fiscal Authorization made by Paul Bartow; second Michael Lausell. **Motion unanimously approved.**



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OPERATING GUIDELINES -- CHANGES

Public Comment: Change three minutes to two

Removal from Committee: Mel Schroeder to script; she will reach out to other associations to see what they list; campus has templates too; it should run parallel with the Code of Ethics.

Election of Board Officers: Delete A through E but keep F and G

Motion to approve the CCESC Operating Guidelines with the above changes made by Paul Bartow; second Chelsea Stamp. **Motion unanimously approved.**

2024 STAFF HOLIDAY SCHEDULE

Motion to approve the 2024 staff holiday scheduled made by Paul Bartow; second Mark McCullouch. **Motion unanimously approved.**

2024 BOARD MEETING SCHEDULE

Motion to approve the 2024 CCESC Board meeting dates made by Michael Lausell; second Mark Rondinaro. **Motion unanimously approved.**

2024 DESIGNATION OF OFFICIAL NEWSPAPER FOR ANNOUNCEMENTS

Motion to approve the Watkins Review as the CCESC official newspaper for announcements made by Michael Lausell; second William Hayes. **Motion unanimously approved.**

2024 COMMITTEE ASSIGNMENT/APPOINTMENTS

Election of Board Officers

Paul Bartow (President), Chad Hendrickson (Vice-President), Chelsea Stamp (Treasurer), and Michael Lausell (Secretary); Administrative Support: Susan Neal (Assistant to the Treasurer) and Virginia Montopoli (Recording Secretary)

2024 Standing Board Committees'

Finance Committee

Paul Bartow (President), Chelsea Stamp (Treasurer), Chad Hendrickson, and Mark Rondinaro.

Executive Committee

Paul Bartow (President), Chad Hendrickson (Vice-President), Chelsea Stamp (Treasurer) and Michael Lausell (Secretary)

Nominating Committee

Erin Thaete (Chair), Karen Stewart, Liz Stamp, Paul Bursic, and Mark McCullouch (Board Liaison)

Governance Committee

Paul Bartow, Kristin Van Horn, Mark Rondinaro, and William Hayes

Agriculture and Natural Resources

Ryan Bossert (Chair) and Board Liaison (open)



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Youth and Family, including Hidden Valley 4-H Camp

JoAnn Fratarcangelo and Sue Silhan (Co-Chairs) and Paul Bartow and Riqui Hess (Board Liaisons)

Finger Lakes Grape Program AMG

Action Item: Chad Hendrickson is interested in joining the Finger Lakes Grape Program. Mel Schroeder will reach out to Hans Walter-Peterson for information.

Finger Lakes Shared Business Network AMG

Action Item: Mel Schroeder to confirm board members term expiration date and years of service.

Motion to approve the 2024 the slate of Committee Assignment/Appointments made by Mark Rondinaro; second Mark McCullouch. **Motion unanimously approved.**

CONSTITUTION UPDATE

Adam Hughes gave a brief history of the constitution process for new board members. The constitution is updated every three years, templates are released from campus, new templates were implemented in 2023, they cannot be modified except in a few fields. Several board members feel the templates should be less restrictive and more flexible. It is not fair for the University to say how CCESC will operate on matters that reflect our community.

The Board needs to decide what changes are essential for the Board to vote on the constitution.

Moving forward, the Governance Committee will convene to go over the 2018 template and the template created by Extension Administration. Paul Bartow and Chad Hendrickson will then meet with Adam Hughes who will bring the specific changes that CCESC needs to be implemented to the Director of Extension. The constitution should be resolved by the annual meeting.

REPORTS AND UPDATES

Finance Committee

Susan Neal reported that December reports that were previously sent out are going to change, so expect new reports. There are two votes needed tonight: 1) transfers to our funds accounts and 2) the creation of a new fund. The new account will be used to fund a new raised garden bed project at Camp.

Chad Hendrickson discussed the shared Environmental Educator position we have through an MOU with CCE Seneca County. Is there a one-year funding contract with Seneca counties or did the MOU extend longer? The Board would like Ryan to provide an update on his key projects for the March meeting as well as consideration for a 15-minute overview of highlights including a few outcomes. **Action Item:** Mel Schroeder will reach out to Ryan. The Board approved transferring funds to cover Ryan's 2023 salary portion but not 2024.

Can monies in the Ginny Housenecht fund be used to purchase a one-year CD? Are there any stipulations made by the donor? **Action Item:** Mel will investigate and bring to the Finance Committee.

Motion to approve the year end transfers and the creation of a new fund account for the camp garden beds made by Mark Rondinaro; second Mark McCullouch. **Motion unanimously approved.**



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Executive Director's Report

Mel Schroeder reported on CCEESC's memorial to Ed Gates. Mel is working on organizing a dedication in the CCEESC garden probably in April, she would like to partner with the Farm Bureau, Phil Cherry dropped off beeswax to seal the bird feeder that was made Dayna Karius, it will be hung in the garden, we need to figure out a way to protect it from theft.

Mel was selected to be on the local ag-tourism food system cohort; it's a Cornell course with a debriefing every Friday, which she hopes will help with farm tour weekend and any missed opportunities in the county.

Spring marketing is coming together with not just one newsletter for South Central Ag but also a digital one for CCEESC. Mel Schroeder and Danielle Cook are on a website committee; Andy Turner (CCE Director) is investing the time, resources, and money from the University on a new website and possibly a new CRM system.

REPORTS AND UPDATES (continued)

Board President Report -- Chad Hendrickson yields his time.

Adam Hughes -- no report

Governance Committee -- no report

Legislative Report -- Michael Lausell gave an update on sales tax. The County has done well, two years ago the total was 14M, last year it was almost 15M, and this year just a little of 16M.

Affirmative Action Diversity Inclusion Plan (AADIP)

For discussion at the March meeting.

Next Meeting

5:00 p.m., March 19th, 2024 @ the Shared Services Building, 910 S Decatur Street, Watkins Glen, NY 14891

Adjourn

Motion to adjourn at 6:01 by Chad Hendrickson; second by Paul Bartow. *Motion unanimously approved.*

Submitted by Virginia Montopoli on March 14, 2024