



**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 2025 MEETING**

March 18, 2025

5:00 to 6:15 p.m.

Shared Services Building

- Welcome, Introductions & Call to Order
- Public Comment
- Meeting Minutes – February 11, 2025
- CCE Staff Presentation – Ag and Natural Resources Team
- Prior Business
  - CCE New Board Orientation
  - Harvest NY Grant Update
  - Organizational Meeting
  - Dolly Parton Imagination Library
- New Business
  - Clean Energy Community Coordinator Program Update
  - CCE Budget Update
  - New Bank Account option
  - CCE 2024 Annual Report
    - [2024-annual-report](#)

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

- *Finance Committee, Willie Hayes*
- *Mel Schroeder, Executive Director*
- *Paul Bartow, CCE Board President*
- *Adam Hughes, State Extension Specialist*
- *Governance Committee*
- *Legislative Report, Michael Lausell & Larry Jaynes*

**Next Meeting – May 20, 2025 (\*No meeting in April\*)**



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## BOARD OF DIRECTORS 2025 MEETING

March 18, 2025 | 5:00 to 6:15 p.m.

Shared Services Building, Watkins Glen, NY 14891

**ATTENDEES:** James Nolan, Jill Kasprzyk, Mark McCullouch, Michael Lausell, Nigar Hale, Paul Bartow, William Hayes  
**EXCUSED:** Adam Hughes (ex-officio), Laurence Jaynes, Kristen Van Horn, Riqui Hess  
**STAFF:** Mel Schroeder, Virginia Montopoli

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### CALL TO ORDER

Meeting called to order by Paul Bartow at 5:02 p.m.

### PUBLIC COMMENT

None

### MEETING MINUTES -- FEBRUARY 11, 2025

**Motion** to approve the February 11, 2025 meeting minutes with the addition of Nigar Hale's name on the CCESC Executive Committee made by Nigar Hale; second William Hayes. **Motion unanimously approved.**

### CCESC STAFF PRESENTATION – AG AND NATURAL RESOURCES TEAM

Brett Chedzoy and Alec Moore gave an update on the CCESC Ag and Natural Resources program (see attached slides).

#### *Upcoming Events (March – May)*

Seed to Super Program (free six-week program, starting March 27<sup>th</sup>)

Garden Talk Series (three-week program, March 13<sup>th</sup>, April 1<sup>st</sup>, & April 15<sup>th</sup>)

Fruit Tree & Berry Growing Class (March 29<sup>th</sup>)

Hector Plant Sale (May 31<sup>st</sup>)

### PRIOR BUSINESS

#### *CCESC New Board Orientation*

Mel Schroeder and Mark McCullouch attended the Zoom presentation. Mel reached out to Adam Hughes to ask for the recording so it could be shared with those who could not attend.

**Action Item:** Mel will share the Zoom link with the Board.

#### *Harvest NY Grant Update*

CCESC partnered with CCE Chemung. Chemung wrote and submitted the grant for \$50,000. They wrote CCESC into the grant to work with Odessa Montour for an Ag in the Classroom for 6<sup>th</sup> grade students that would also involve their cafeteria. Grant notification should be announced around June 1<sup>st</sup> since the program

starts in September.

#### *Organizational Meeting*

CCESC will not need to do an Affirmative Action, Diversity and Inclusion Plan (AADIP) report this year as part of their year end closing with Cornell.

#### *Dolly Parton Imagination Library*

The monthly bill that comes to CCESC will now go to the United Way of the Southern Tier. CCESC will recover the money that was invested and will receive a quarterly report from the United Way of the Southern Tier.

CCESC is still waiting to hear about the grant they applied for with Pro Action of Yates County; \$4500 is in holding for that match; we should hear the results at the end of April.

## **NEW BUSINESS**

#### *Clean Energy Community Coordinator Program Update*

Mike Brown, Clean Energy Coordinator, has resigned his position. His last day is March 18<sup>th</sup>. He is going to work for Extension Administration on campus; he will be a trainer for the Climate Stewart program. Two staff members from CCE Tompkins will be overseeing Mike's contracts. Mel will work on the details on whether to pursue a new position with NYSERDA.

#### *CCESC Budget Update*

We are paying attention to the SNAP-Ed program for obvious reasons. The only federal dollars that we know may not be coming to CCESC is Smith Lever; this amounts to \$16,500 that comes to campus, the funds can be used to cover salaries of Mel Schroeder, Brett Chedzoy and Alec Moore, we should know more by the end of April.

Some good news is that one of Brett's contracts that were frozen/eliminated have come back as this work is valuable for the farms and farmers.

#### *New Bank Account option*

At year-end closing, it was recommended that CCESC not keep more than \$250,000 in one banking institution to stay under the FDIC limit.

**Motion** to open a fourth bank account (savings or money market) up to \$50,000 at the Five Star Bank in Horseheads made by William Hayes; second Mark McCullouch. **Motion unanimously approved.**

A line of credit is one of the end-of the year optional action items that we need to do for Cornell. We checked with our regional SBN Finance Director and the recommendation is that we pursue having a line of credit.

**Motion** to authorize Susan Neal to research a line of credit with a local bank and report the results back at the May Board meeting made by William Hayes; second Michael Lausell.

#### *Annual Report*

We should have 80 hard copies of the 2024 annual report shortly. It will be distributed to the Schuyler County Legislature, Cornell and the CCE mailing list as well as other entities.

## **REPORTS AND UPDATES**

#### *Finance Committee*

The Finance Committee reviewed the January financial and there were no issues. Motion to

accept the January 2025 financials pending independent review.

**Motion** by William Hayes; second Michael Lausell. **Motion unanimously approved.**

The Chemung Canal 6-month CD matures on April 26, 2025.

**Motion** to authorize Susan Neal to move the CD balance from Chemung Canal Bank to another high interest CD Union made by Michael Lausell; second Nigar Hale. **Motion unanimously approved**

*CCESC Executive Director*

Mel uncovered that Cornell owes CCESC for 2023 & 2024 camp scholarship grants. We have a subaward with National 4-H. CCESC will receive 2 checks for a little over \$10,000.

The camping season is open with a new website. There are 91 campers registered to date, 2/3 ahead of last year. Our camp registration system, Ultra Camp, was bought by Camp Brain.

The Wood office will give us a quote on cyber security insurance.

The Avian Flu update will be held on March 24, 2025.

*CCESC Board President*

Paul Bartow attended the CCE President's Orientation. There were 60+ attending, it was nice and helpful to see and hear other presidents.

*State Extension Specialist*

Mel Schroeder reported for Adam Hughes who is in Hudson Valley tonight. CCESC is ahead on our year-end, there are only two things left for CCESC to do; a reminder of the Board Treasurer meeting. There is an HR Task Force that is getting ready to make some recommendations where campus won't have to approve everything that HR Teams are doing at the SBN level. The Executive Director conferral of title will be discussed at one of the next Board meetings. The hiring freeze at campus does not affect associations, they are independent and can decide what they want to do.

*Governance Committee – No report*

*Legislative Report -- No report*

**Next Meeting – May 20, 2025 (\*No meeting in April\*)**

**MINUTES SUBMITTED** by Virginia Montopoli on March 25, 2025.