

Board of Directors

Minutes

May 24, 2011

Board Members Present: Sue Peters, Eliz Huggler, Marc Jaffe, Pam Rourke, Earle Myers, Glenn Pointier, Steve Mogel, Joan Howard, Paul Hahn, Larry Bracken, Woody Wood.

Staff Members Present: Amanda Speer, Patricia Westenbroek, Sean Welsh, Bridget Lounsbury, Tracey Argent

Others Present: Allan Scott, Don Knack, Jennifer Mall, Robert Kaplan,

Meeting was called to order at 7:40 pm

Introductions around the room were made.

1. March Meeting Minutes

- Motion to approve as written made by Joan, seconded by Pam, all in favor, passed.

2. Correspondence:

- Resignation letter from Andy Hahn for his position on the Ag Program Committee and Board of Directors
- Letter from Amy Erlwein representing the Ag Program Committee on their displeasure over the recent decision by the P&F Committee to eliminate the Natural Resource Educator position.
 - Marc has since spoken with Amy about the fact that the position was not eliminated; it is just not being filled at this time
 - Discussion from the Board followed

3. Auditors Report – Don Knack

- Only significant problem is in the segregation of duties and it is understood that is very hard to do in a business of our size
- We received an unqualified opinion which is the highest available
- If our assets continue to drop and our income does not increase; we could be out of business in six years
- Don will come back and answer any questions or anyone can call him if they have any questions.

4. Millennium Fund – Alan, Jennifer

- The Millennium Pipeline Fund is giving the County 100,000 a year for 10 years for Ag Development
 - no restrictions
 - no deadlines for submitting proposals
 - would like to spend the money on a large project to help the farm community

- would like CCE to take administration for the project
- One idea for the fund is to build a new updated cheese mobil
 - CCE would take over administration of the Cheese mobile

5. Cheesemobile #1 – Robert

- Looking for CCE to take ownership of the first Cheesemobile
- AG LEDC is dissolving
 - IDA is taking over the Red Meat Facility Grant but does not want the cheesemobile
- CCE would take over the current lease, collect the monthly rent, and collect the money if the current lease holder would like to purchase
- Ag Program Committee and P& F Committee feel they are not in a position to administer the needs of the cheesemobile
- Larry offered to speak to the current lease holders (Mercado's) to see if they are interested in purchasing; where they are in the process, etc.
- There are problems with moving it from place to place
- Lease holder provides insurance and we would be listed as additional insured
- We will revisit this topic at the next meeting

6. Fundraising – Sean

- Golf Tournamen
 - Flyers distributed
 - If each member could please bring in teams, sponsors, donors and raffle prizes it would help make the tournament a success
 - Major fundraiser for the year
 - We are the most affordable golf tournament around
 - 2010 player numbers were up but sponsorship was way down – sponsorship is where the money is
- Plant Sale Fundraiser
 - Saturday of Memorial Day Weekend
 - Early admission for members
 - You can become a member at the door
- Fair – looking for sponsors
- E-Scrap fundraiser
- 4-H Pie Auction
- A fundraising committee needs to be established and a plan decided upon
 - Glenn agreed to chair this committee
 - Marc, Pam and Joan agreed to be on the committee
 - Raise membership numbers will be a priority on the list

7. Financial Update

- January and February are complete
- March is a preliminary
- \$5,000 loss for the first quarter
- Fundraisers are in the later part of the year

- Motion to accept the January & February financials was made by Steve, seconded by Woody; all in favor, passed
8. Legislative Report – Woody
- Working on a budget
 - Going to Albany with the SCCC Board to look for additional funding
 - Working on a Capitol Budget for CCE
 - 2013 new roof
 - Plan on patching the parking lot this summer
9. Search Committee
- Jean McGrane has verbally agreed to take the position
 - Start date 6/13
 - Meet with Dr. Dillard tomorrow via polycom
 - \$75,000 salary
 - Housing assistance for 3 months
 - travel allowances
 - Board will need to put together targets and financial goals
 - She is the right person for the right time
10. ED Report
- Capital Budget request was submitted
 - Roof, HVAC, Parking Lot, more handicap accessibly
 - Building meeting with Sam and David
 - do we want to own the building?
 - Neversink Ag Society is taking ownership of the fair building
 - went to a recent Ag Society Meeting to discuss our concerns
 - they will take liability; we can use rent free at any time; we can store our fair supplies and equipment there
 - SBN Update
 - no contacts have been signed
 - Position descriptions are being worked on
 - Joe thanked the Board for their support during his time as Interim ED
11. Program Committee Reports
- 4-H Youth Development
 - Working on Fair
 - Fairbook forms are on-line this year
 - Budget has been discussed at their meetings
 - Fair building ownership was discussed
 - Plan-of-Work will be a priority after fair
 - Ag & Natural Resources
 - New position not being filled was discussed
 - Budget & ESNY budget
 - Down on the Farm Day will be held at Sykes
 - Paul Hahn is the new Ag Program Committee Chair

- Earl Myers will be on the P&F Committee as the Ag Rep
 - Marc will reach out to Andy Hahn
- Family & Consumer Science
 - 3 new members on the committee
 - ESNY Grant for 2012 is coming due and we need to rework it

12. Personnel & Finance Committee Report

- Reviewed Grants
 - new Youth Environmental Project grant for \$10,000
 1. --- Motion to accept this grant made by Eliz, seconded by Woody, all in favor, passed
- ESNY budget cuts were presented
- Board Training – TBD
- Constitution & By-laws – if we want to revise a committee must be formed and revisions completed by August

13. New Treasurer

- with Andy's resignation, we do not currently have a treasurer.
- Nominations from the floor for a Treasurer who's term will run until the Organizational Board Meeting in January of 2012
 - Glenn
 - Sue
- Responsibilities include: Signing off on the bank statements; Reviewing the financials before the P&F Committee meeting
- Signing large checks
- Sue accepted the nomination
- Motion made by Eliz to accept Sue as the new Treasurer, seconded by Steve, all in favor passed

Motion made by Joan to adjourn at 10:25, seconded by Eliz, all in favor, passed

Respectfully submitted by Tracey Argent