



Cornell University
Cooperative Extension
Sullivan County

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Board of Directors

July 30, 2013

Minutes

Meeting called to order at 7:15 pm

Present: Glenn Pontier, Dawn Boyes, Greg Sandor, Mike Sakell, Earl Myers, Donna Willi, Ed Moran, Steve Mogel, Sonja Hedlund, Joan Howard, Pam Rourke, Tracey Argent, Tara Van Horn

Financials

1. 2013 Budget with 6 months estimate distributed
2. 2014 Budget was submitted to the County
 - a. Two budgets were submitted, one with level funding the other with an increase to 2011 funding
 - b. We left ourselves some wiggle room
 - c. Did not line item what we would cut
 - d. Budget is balanced, but we need to look for other sources of income
 - e. Please think of the best ways to communicate to the County that we need our budget to be completely restored
 - f. We need to stand firm that we cannot work effectively or perform our mission on any less money
 - g. We need to stress all they are receiving for their money
3. It cost up money to reduce the staff
 - a. Vacation buyout was high
 - b. Payroll reduction is in the 2014 budget except for Amanda's salary which was 50% grant funded.
4. Millennium Pipeline Fund has some money, Greg met with the IDA but we are not eligible for any grants
 - a. Question was raised – Why can't the Board write a letter asking why we do not have access to this money? – discussion followed
 - b. Let's work on the County restoring our budget rather than going through the IDA was the general consensus
5. An engineer is writing a report on what needs to be done to the building and the best way to get it done
 - a. Building is 26 years old
 - b. HVACC system had a life expectancy of 20 years
 - c. If County cant help with the maintenance do we stay in the building?
 - d. CCE is not a NFP we are a quasi-government agency we are a partner of the County

Building Strong and Vibrant New York Communities

6. We are getting more publicity for our programs – MFP, MG’s; we are on the radio twice a week. We are making small steps to let people know what we do.

Personnel & Finance Report

1. New Vacation Policy
 - a. After 8/1/13 - Employees do not start to accrue vacation for six months
 - b. After 8/1/13 – new accruals for exempt employees – 1-4 years – 10 days; 5-9 years 15 days; after 10 years 20 days which is the new max.
 - i. Current policy – all exempt employees receive 21 days’ vacation accrual starts immediately
 - c. Effective 1/1/14 maximum carry over each year is ½ of what you accumulate each year – this applies to all employees.
 - d. Effective immediately – Maximum vacation payout is 10 days
 - e. Special requests can be made to the Executive Director
 - f. Motion made by Pam, seconded by Dawn to accept these changes to the vacation policy, all in favor/Sonja opposed. Passed

Executive Directors Report

1. We need to stick with a top ten priority list
 - a. Do less but do a better job at what we do
2. Food Hub update
3. Need to work on more partnerships – example Watershed Ag Council
4. We are currently doing a recorded Ag segment every week on the radio
5. Cornell Boot Camp – still working
6. New SBN takes effect October 1st – we will have to start paying to support this

Fundraising Committee Report

1. Kick-off went very well with approximately 100 people in attendance
2. Originally planned to raise 100,000
 - a. Received \$100,00 in scholarships so now we plan to raise \$250,00 total
3. Received a \$10,000 donation from Jackie Fluhr
4. Upcoming Centennial Events: NYC Event, Barn Dance, Event with SCCC

Other

- 1, Ag Awareness Day at Moran’s Farm on October 19th
 - a. Motion to approve that CCE support this project made by Glenn, seconded by Steve, all in favor, passed.

Motion to adjourn at 9:15 pm made by Sonja, seconded by Donna, all in favor, adjourned.

Respectfully submitted by Tracey Argent for Glenn Pontier, Secretary.