



**Cornell University**  
**Cooperative Extension**  
**Sullivan County**

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**Board of Directors**

*September 23, 2014*

Minutes

Mike Sakel, Pam Rourke, Donna Willi, Earl Myers, Ed Moran, Glenn Pontier, Dawn Boyes, Kitty Vetter, Joan Howard, Charlie Faushold, Janet Threshman, Sonja Hedlund, Pat Claiborne, Louisa Parker, Tara VanHorn, Tracey Argent

Meeting called to order at 7:10 pm

Motion to approve the minutes of the July meeting made by Glenn seconded by Janet, all in favor, passed

Motion to approve the minutes of the August meeting made by Donna, seconded by Glenn, all in favor, approved

Correspondence – none

Legislative Report – Kitty

- Still working on redistricting Legislative Districts
- Discussions ongoing with no changes on the shared position with CCE & County Planning
- No new decisions on Jail
- Main issues
  - o Casino – trip today to plug Sullivan to receive Casino
  - o Governor has allotted money to the flood victims in Sullivan County

Search Committee

- 25 applicants, 10 phone interviews, invited 4 candidates to interview, one rescinded
- Search committee voted on Colleen Monahan as the first choice candidate and would like the board to approve the appointment
  - o She is currently the program coordinator for the Orange County Youth Bureau – extensive grant experience
- Motion to accept made by Sonja, seconded by Kitty, all in favor, no opposed. Approved
- Charlie thanked the Board for stepping up to the plate and taking the reins over the past several years
- Colleen will start October 6<sup>th</sup> and then will be at ED meetings and boot camp on the 7<sup>th</sup> & 8<sup>th</sup>

Presidents Report – Joan

- Building Update
  - o Phil and Jerry have been helping raise the funds to make the improvements and working with the trades people and suppliers
  - o If all continues to go well, we will be moving forward with the new roof and insulation to complete by end of October

*Building Strong and Vibrant New York Communities*

- A donor has come forward and may be willing to match the money we raise
- John has done a wonderful job patching the HVAC system and hopefully it will get us through another winter
- Board and PAC Recruitment and Procedure to replace outgoing members
  - Joan has completed her 6 years
  - Several members have the option to run again for another three year term
  - Will be advertised in the newsletter
  - Applications for Board and Program Committee are available (distributed)
  - Vote will be at the December Annual Meeting
- We would like to thank Pat Claiborne for all her hard work and dedication to CCEC

#### Directors Report – Pat Claiborne

- Interim ED in SC has been very rewarding and she has enjoyed it very much. She is totally impressed by the programming that is being done by the staff, they have made her look good to the legislators.
- ESNY is ending in its current situation on Sept 30<sup>th</sup>. We will be having ESNY in Sullivan County, but the whole program will look different. We will be housing a Resource Educator here that will be hired and supervised by Orange County
- Govt Services presentations have been going very well. This past meeting the EaT Kitchen slide show was shown at request of Cora Edwards
  - Karin from SCCC was impressed and wanted to meet with Pat the next day to collaborate on a project they are working on
- 2015 Budget was presented to the County – level funded and then Pat met with the County Manager to discuss the budget
- Shared Ag Position –discussions going on around that position and the expectations of both CCE and the County
- Meetings continue to go on with other agencies, staff and the program committee

#### Personnel & Finance Committee Report – Glenn

- Financial Statements
  - June Statement of Financial Position and Operational Statement
    - 6 month ending – we are level – spending as much as we are bringing in
  - July Statement of Financial Position and Operation Statement
    - July statement has increased savings due to county appropriation
    - July we don't pay a Cornell bill – we receive a double bill in August
- Line of Credit
  - We currently have a line of credit against our CD for approx. \$73,000
  - We would like to go to a bank and secure a line of credit against the building (voted on by P&F Committee)
    - Need to have restrictions on what it is used for and how we are going to pay it back
    - Will need to signatures on withdrawing from this line
    - Will need to set a limit on what we want to obtain and then bring this back to the committee
    - Would like a vote on going forward to secure this line of credit – Motion to allow new ED to work on securing a line of credit at the best rate possible and bring back the information to the Board made by Dawn, seconded by Donna, all in favor, approved
- Personnel
  - ESNY current staff have received their separation letters
  - Working on EaT Kitchen position
  - Rest of staff are in line

### Program Committee Report

- Susan Dollard gave an in-depth review of the Master Gardener program
- 4-H is serving over 300 youth in the County
  - o Shooting Sports will be adding many other youth to the program
  - o Fair specifically the dairy program is a concern of some community members
  - o Need to have a discussion on how to get more volunteers to meet some of these requests
  - o Need to defer fair to 4-H strategy committee at this time
- Newsletter was discussed – cost, on-line vs. printed copy
- Committee is spending 90% of the time listening to staff reports – is this the best use of the committees time
- Need to have a guide from the Board on what they want this committee to have as goals and guidelines

### Fundraising Committee Report - Glenn

- Barn Dance was cancelled due to poor ticket sales – date was moved
- October 18<sup>th</sup> – Trail Walk – to include youth to walk with education
- November 9<sup>th</sup> – Gala - noon - 4 pm \$75 with an auction
  - o Invitations going out October 1<sup>st</sup>
  - o Board members need to sell tickets
  - o Hope to raise \$15,000 between ticket sales, auction and journal sales
  - o Quilt raffle will be drawn
- Villa Roma is holding a benefit dinner for CCE

We (the people serving on the Extension Board and Committees) need to be more of an ambassador for the organization. Things need to be brought to the meetings. Committee members need to stop the gossiping and bashing of CCE out in the public. We need to start being more productive and supportive of the organization.

### Executive Committee Report - none

### Other

- Meet and Great event should be arranged for Colleen
- Can we work on getting more exercise stations – back on the par course to bring more people in and to help with the health of the County
- Chamber Breakfast is here October 3<sup>rd</sup>

Motion to adjourn at 8:55 pm made by Dawn seconded by Donna, all in favor, passed