



Cornell University
Cooperative Extension
Sullivan County

Cornell Cooperative Extension
Sullivan County
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Board of Directors

May 26, 2015

Minutes

Present: Donna Willi, Pam Rourke, Chris Gozza, Glenn Pontier, Earl Myers, Janet Threshman, Sonja Hedlund, Dawn Boyes, Ed Moran, Mike Sakel

Missing: Louisa Parker, Steve Mogel, Kitty Vetter

Meeting Called to order at 7:15 pm by Donna Willi, president

Minutes of the March meeting – motion to approve by Chris, Seconded by Pam, all in favor, passed

Correspondence

- Letter to Tom Vilsak, USDA – from Donna Willi
- Letter will request that USDA extends the Crop Insurance Program in New York to cover Barley and hops
- Motion made by Sonja, seconded by Chris, all in favor, passed

Legislative Report – no report

Donna – Transportation Report

- Report was released last week
 - o County can apply for money (DOT Grant) - 3 step plan
 - o County needs to buy into the economic development of the County
 - o Need a transportation system
 - Transportation Coordinator
 - Need transportation to major employers, shopping, etc.
 - o Legislators need to approve the plan
- Broadband Access Survey, please be sure to fill out the survey
 - o Send out an email asking our membership to complete the survey

President's Report

- EaT Kitchen Resolution
 - o Transfer the EaT Kitchen equipment from the Liberty CDC to CCESC
 - o Motion Dawn, seconded by Chris, all in favor, passed
 - o We have to insure the equipment, 3 years after purchase CCESC will own the equipment full and clear
- Records Retention & Disposition Schedule Resolution
 - o Motion to accept made by Pam, seconded by Dawn, all in favor, passed
 - o Motion to appoint Tracey Argent as Records Manager, made by Pam, seconded by Earl, All in favor, passed

Building Strong and Vibrant New York Communities

Cornell Cooperative Extension in Sullivan County is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities and provides equal program and employment opportunities. Please contact the Cornell Cooperative Extension Sullivan County office if you have any special needs.

Program Committee Report - Earl

- Next Meeting June 16th at 7:00 pm
- Ten 4-H Youth went to State and regional events
- Horse program hosted fundraiser at Stone Wall Farm on horse anatomy – approx. 30 attended
- Empower NY will hold four classes at CCE
- Have been approached on continuing a family budgeting program
- MGs will be joining Sullivan Ren to a Latino community event
- Had 19 people attend the 3 day Master Food Preservation program
- BCLT will present the County program this week in the Government Center Lobby – 10 local youth participated
- Bethel Harvest Market – Sept 30th CCE will be featured
- Newsletter was discussed – options, mailing, continuing – does it cover costs
- Database Update
 - o We have adopted CVIcrm – open sourced, web based
 - o Thompkins County Extension is assisting
 - o Enrollment data has been integrated in the new system
 - o Hopefully we can be fully integrated by the end of the year
- Cyber Insurance
 - o \$1800 – covers Extension and covers the person for 90 days of fraud coverage protection in the event of a breach
 - o Our database does not have social security numbers or dates of birth
 - o We are not housing any confidential information on-line at this point in time
 - o Consensus is to put it on hold at this time

Executive Director Report

- Social Media Guidance & Procedure Document distributed
 - o Encouraged by SBN to adopt
 - o This is for staff and volunteers
 - This is in addition to the code of conduct
 - o Motion to adopt Glenn, seconded by Chris, all in favor, Sonja abstained from voting – passed
- Fair premiums came in and checks were sent to the youth – we received all \$5,000
- There will be no poultry at the fairs or any extension events – statewide due to avian flu
- Ag Society has offered fair entrance fees for youth exhibitors and one parent be waived

Personnel & Finance – Pam

- Colleen's six month evaluation was completed
- Ribbon cutting for the roof – June 19th
 - o Contractors will be highlighted
- July 3rd office will be closed
- Financial Update as of today
 - o Checking & Savings – \$32,149.38
 - o We are expecting approx. \$150,000 in to cover roof expenses
 - o Need to find addition revenues to close budget gap for the year
 - o Increase enrollment numbers to increase participants
 - o More fundraisers
 - Quad, tractor raffle, etc
- P&F approved ED to apply for \$250,000 line of credit
- Audit is scheduled for next week

Fund Development Report - Dawn

- \$1500 was cleared on the Grains to Grapes tours
 - o Great feedback was received from participants

- Possibility of doing a fall (leaf tour) or holiday tour
- Participants felt it was money well spent
- Donate button on our webpage
- Looking at other Extension's for ideas
- High dollar events are being looked at – making \$5-\$10 a person may not be worth the effort
- Direct mail campaign
- Nov 8th we will be holding another Gala and auction at BHR
- Barn Dance was cancelled – too much work, not enough money
- Second homeowners involvement – get them involved – gardening, agriculture, how to connect to people of Sullivan County

Executive Committee

Other

- Sullivan Renaissance is holding a video contest – who can tell the best story on Sullivan Ren – deadline July 15th

Motion to adjourn at 8:50 pm made by Dawn, seconded by Chris, all in favor, passed