



Cornell University
Cooperative Extension
Sullivan County

*Cornell Cooperative Extension
Sullivan County*
Gerald J. Skoda Extension
Education Center
64 Ferndale-Loomis Road
Liberty, NY 12754
p: 845-292-6180
f: 845-292-4946
e: sullivan@cornell.edu
w: www.sullivancee.org

Board of Directors

January 26, 2016

Present: Earl Myers, Robert Kaplan, Klu Padu, Sonja Hedlund, Amy Erlwein, Donna Willi, Glenn Pontier, Dawn Boyes, Tracey Argent, Tara VanHorn, Colleen Monaghan

Missing: Chris Gozza, Steve Mogel, Janet Threshman, Terri Ward, Louisa Parker, Pam Rourke, Ed Moran

Meeting called to order at 7:10 pm

Motion to accept the minutes of the November meeting made by Dawn, second by Sonja, all in favor, passed

Election of Officers – Nominating Committee Report - Dawn

- Committee Nominates the following slate of officers:
 - o President: Donna Willi
 - o Vice-President: Earl Myers
 - o Secretary: Pamela Rourke
 - o Treasurer: Glenn Pontier
- Call for nominations from the floor, no nominations
- Motion to accept the officers presented by the nominating committee made by Sonja, seconded by Glenn, all in favor, passed

Welcome & Introductions

Committee Appointments

- Personnel & Finance – Chris, Pam, Donna, Glenn, Earl
- Executive Committee – Pam, Donna, Glenn, Earl
- Marketing & Fund Development – Donna, Dawn, Glenn – *positions available*
- Program Committee – Earl, Sonja, Ed, Janet, Dawn
- Long Range & Strategic Planning – Donna, Louisa, Terri, Steve, Charlie
- Constitution Review Committee – Donna, Dawn, Amy

Board President Appointments:

- Assistant to the treasurer – Tara Van Horn
- Assistant to the secretary – Tracey Argent
- Appointment of Records Manager – Tracey Argent
- Paper of Record – Sullivan County Democrat

Banking

- Motion to use Jeff Bank and Catskill Hudson Bank made by Robert, seconded Dawn
- Signers appointed
 - o Jeff Bank: Donna Willi, Glenn Pontier, Dawn Boyes, Melinda Meddaugh

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.

- o Catskill Hudson Bank: Donna Willi, Glenn Pontier, Dawn Boyes, Melinda Meddaugh
- o Line of Credit – Donna Willi, Glenn Pontier, Dawn Boyes
- o in house emergency check signer – Melinda Meddaugh

Signing of Memorandums, Grants, Contracts, etc. -

- Motion to approve Executive Director and Board President to sign all grants and contracts including the A/R County & Extension and B/R Cornell & Extension and banking paperwork made by Glenn, second by Dawn, all in favor, passed

Mileage Rate –

- Motion made to follow the Federal Mileage rate made by Robert, second by Dawn, all in favor, passed

2016 Board Meeting Dates

- Meetings will be held the 4th Tuesday of every other month at 7:00 pm with the exception of May & November
- May will be a staff and Board meeting and start at 6:00 pm with a potluck dinner
- November date is a week earlier – November 15th
 - o **Board of Directors – 7:00 pm**

January 26	March – 22
May – 24 (6:00 pm)	July – 26
September – 27	November – 15

CCE Holidays for the 2016/2017 calendar year

- Federal Holidays

o Feb 15	- May 30	- July 4
o Sept 5	- Oct 10	- Nov 11
o Nov 24 & 25	- Dec 26	
o Jan 16, 2017		
- Motion to accept these holidays made by Sonja, second Robert, all in favor, passed

Correspondence – Terri Ward sends her apologies for not being able to attend the meeting

Financials – Tara

- Financial Update shared (attached)
- Totals in bank - \$69,791.19
- \$7,500 in current bills
- Cornell Bill approx. - \$59,967
- Outstanding Receivables - \$24,047.74
- Receivables to be billed - \$49,944.89
- Nothing borrowed on the line of credit
- Year-end numbers will be shared at March meeting

Personnel & Finance Committee Report – Glenn

- Staffing and Personnel Update
 - o Hired six new people in the last quarter – see organizational chart
 - Four new employees with the CHSC grant
 - Director of Programs
 - New Admin Assistant
 - o The Ag Business Specialist position is posted and closes 2/19

Executive Committee Report – Committee did not meet

Executive Directors

- Conflict of Interest Form in your packet – please complete and return

- Grant Update
 - o Farmers Market Promotion Grant awarded to the County. CCE has \$20,000 subcontract to assist with market manager coordination
 - o Youth Bureau – applied, hope to receive between \$4-5,000
 - o Applied for a 4-H/youth Peer Mediation, leadership. grant with Ulster and Dutchess. In Sullivan County the grant would cover Monticello School District - \$117,000 per year x 5 years
 - o Applied for a USDA grant for Beginner Farmer and Forestry – This would cover programming/staff in Horticulture and Forestry - \$120,000 per year x 3 years
 - o DASNY Capital Improvement Grant due this week – can apply for up to \$500,000
 - o Engaged Cornell Project – Applied for an Intern team to come to SC to research the disparities in services, opportunities, and supports availability and access between the general population and seniors – now in phase II looking for faculty to join the project
 - o Cornell led 4-H and Immigrant Children Research Project coming to Sullivan County this summer
- SBN Update
 - o SBN is looking at different ways to run the 4-H Horse Program – every county is struggling with all the requirements (more than any other animal program) working on a new approach
- CCE will be recording a monthly hour long WJFF program
- We have the opportunity to do a monthly WSUL & WVOS short spot. Board members and volunteers sought to do these spots.
- Currently we are doing two weekly spots on Thunder Country Radio – one live, one recorded. Board members and volunteers sought to fill some Monday spots.
- Colleen is hoping to meet one on one with each Legislator to update/introduce them to CCE
- Plan to offer a Spring Ag Tour for Legislators and other elected officials in partnership with Ag Task Force
- Solar Leasing program – Four Legislators and over 400 members of the public attended
- Volunteer Potluck – Saturday, April 2nd – Brunch, 9am-11am
- Board Staff Development Day
 - o In place of May meeting – May 24th
 - Values of Extension, How our County is Changing (farming, elderly percentage, youth, media)
 - Start at 6:00 pm with potluck

Program Committee Report –

- Appointed 4-H Strategy sub-Committee
 - o 2016 will be a strategic planning year, facilitated by CCE Ulster Program Leader
 - o Provide input to 4-H programming
 - o Two seats open – recruit from Liberty, Monticello, Fallsburg catchment areas
 - o Heavy ag representation on committee
- EaT Kitchen Presentation
- Susan Hamilton introduction
 - o Volunteer Potluck for all volunteers across CCESC program areas
- Shooting Sports Program Update
 - o CCESC has the second largest shooting sports program in NYS
- George Stang appointed to committee

Comments from floor:

- Good reports on the Solar Program
 - o Working on a home solar program for small land owners and homeowners
- Suggestion from floor: Gala – need to work on date change – earlier in the year, new venue

Motion to adjourn at 8:23 by Donna, second by Dawn, all in favor passed