

Cornell Cooperative Extension of Cattaraugus County

Board of Directors Meeting

April 23, 2018

28 Parkside Drive

Ellicottville, NY 14731

Board Members present: Diane Clayson, Joseph Pillittere, Stephanie Carter, Nathan Blesy, Holly Lemke, Susan LaBuhn, Carl "Butch" George, Kelly Reed

Absent: Norm Marsh, Don Wild, Don Telaak,

Others present: Dick Rivers

- 1. Call to Order:** Diane Clayson, President, opened the meeting at 6:35 pm.
- 2. Approval of Minutes:** Sue LaBuhn made the motion to accept the minutes of the March 26, 2018 regular meeting. Carl George seconded. Approved unanimously.
- 3. Financial Reports:** Kelly Reed presented the financial reports. Joseph Pillittere made a motion to accept the Financial Reports. Nathan Blesy seconded. Approved unanimously.
 - 1. Pierce-Whitney Property:** Kelly Reed reported the assessed value (\$88,400) and the Fair Market Value (\$90,204) of the property. Kelly Reed suggested using the Fair Market Value because it is the most up to date value from 2017. Joseph Pillittere made a motion to place the Pierce-Whitney Property on the books at Fair Market Value. Nathan Blesy seconded. Approved unanimously.
- 4. Reports:**
 - a. CCE SES:** nothing new to report
 - b. Interim Executive Director:** Dick Rivers presented the Executive Director's Report.
 - 1. Career Expo:** a 4-H Club letter to Olean School regarding financing the bus trip was presented.
 - 2. Farmer's Market Program:** Wayne County CCE is sponsoring this program. One of their employees will be working with the local farmers' markets in Cattaraugus County this summer. They are requesting office space this summer and will reimburse us \$400.00 Joseph

Pillittere made a motion to allow a Wayne County CCE employee to use office space for \$400.00. Kelly Reed seconded. Approved unanimously.

3. Computer Update Plan: This is a plan to continue to update older computer equipment – 4-H office desktop and monitor (\$1,450) and an Administrative Assistant's office desktop (\$900). Joseph Pillittere made a motion to move forward with the computer update plan. Carl George seconded. Approved unanimously.

4. Allegany CCE ARC Project: Allegany CCE is applying to ARC for a grant. Allegany, Cattaraugus, and Chautauqua Counties to be included. Discussion held regarding growing and processing of industrial Hemp.

5. SNAP Nutritionist Position: Joseph Pillittere made a motion to post for a SNAP Nutritionist position. Nathan Blesy seconded. Approved unanimously.

c. Legislative: Sue LaBuhn reported that a Legislative board meeting at the fair would not be possible because the Legislature is not in session during fair week so there is no Board meeting scheduled. Wednesday, August 1, 2018 is 4-H Legislature Day at the fair.

d. ED search committee: Diane Clayson reported that 5 candidates applied. Discussion held regarding an extension of the application deadline.

e. Personnel Committee: Next meeting is May 21, 2018 at 5:45pm

f. Ag Committee: the assessment survey is still being revised, to be completed soon.

5. Old Business:

a. Policies – vacation policy: Joseph Pillittere discussed revisions. He asked the board to review the revisions prior to the May 21, 2018 board meeting.

b. Spaghetti Dinner: Diane Clayson reported that the spaghetti dinner was a success, raising in excess of \$5,500. No decision has been made yet as to how to allocate the money.

The fairgrounds has a grant to update the livestock facilities.

c. Confidentiality Agreement for Board: all board members have signed.

d. Executive Session: Joseph Pillittere made a motion to enter into executive session at 7:07 pm, to consider the discipline or dismissal of, or to hear complaints or charges brought against a public officer, employee, staff member or individual. Kelly Reed seconded. Approved unanimously.

Joseph Pillittere made a motion to end the executive session at 7:24 pm. Kelly Reed seconded. Approved unanimously.

6. New Business:

- a. Legal Counsel:** Joseph Pillittere made a motion to retain Harris Beach PLLC, Attorneys at Law as legal counsel for Cattaraugus CCE. Carl George seconded. Approved unanimously.

- 7. Public Comment:** Members of the Horse Committee (Cheri Stady, Lani Stady, Marcia Stang, and Kristen Durham) were present and reported on activities of the Horse Committee. The Horse Committee is asking for financial assistance and/or suggestions on how to get assistance from outside organizations to purchase a utility trailer (7x16 or 7x14, double axel) to haul equipment to horse shows. Diane Clayson gave suggestions on how to get assistance from outside organizations or fundraisers. Sue LaBuhn suggested that the Horse Committee convene to discuss how much of the budget could be used toward the purchase of a trailer so they have a better idea of how much supplemental money they need.

- 8. Adjournment:** Susan LaBuhn motioned to adjourn the meeting at 7:53 pm. Seconded by Joseph Pillittere. Approved unanimously.

Next Board Meeting: May 21, 2018 at 6:30 pm 28 Parkside Drive, Ellicottville, NY