

Cornell Cooperative Extension of Cattaraugus County

Board of Directors Meeting

February 25, 2019

28 Parkside Drive

Ellicottville, NY 14731

Board Members present: Diane Clayson, Stephanie Carter, Nathan Blesy, Don Wild, Don Telaak, Norm Marsh,

Absent: Emily Arena, Kelly Reed, Susan LaBuhn

Others present: Richard Rivers

1. Call to Order: Donald Wild, President, opened the meeting at 6:38 pm.

2. Approval of Minutes:

November 26, 2019 (Amended): Nathan Blesy made the motion to accept the amended minutes of the November 26, 2018 regular meeting. Norm Marsh seconded. Approved unanimously.

January 31, 2019: Nathan Blesy made a motion to accept the minutes of the January 31, 2019 regular meeting. Norm Marsh seconded. Approved unanimously.

3. Financial Reports:

a. Emily Arena, Treasurer

Dick Rivers presented the financial reports and pointed out the new format of the financial statement which compares the current month amounts with the amounts from the same month of the previous year.

Diane Clayson made a motion to approve the December 31, 2018 financials. Nathan Blesy seconded. Approved unanimously.

1) Consolidated 12 months ending 12/31/18: Norm Marsh made a motion to accept the consolidated 12 months ending 12/31/18 as printed. Don Telaak seconded. Approved unanimously.

2) Liquidity Ratio: Nathan Blesy made a motion to approve the 2018 Liquidity Statement as printed. Diane Clayson seconded. Approved unanimously.

4. Reports:

- a. **Board President:** Don Wild commented on a letter of support from Renee Smith, attached.
- b. **CCE SES:** Attached, letter from Renee Smith.

c. **Executive Director:** Dick Rivers presented the Executive Director's Report.

1. Grants:

a. **Farmland Trust: \$5,000**, Regional Navigator Training, grant received to assist new farmers. Training in Saratoga is March 5-6.

b. **Agriculture in the Classroom, Cornell University:** \$5,000 for instructional materials to be used in the classroom. Schools that have expressed interest in agriculture in the classroom include: Cattaraugus-Little Valley, Hinsdale, Portville, Franklinville.

c. **Cattaraugus County Youth Bureau, Completed 2018, Request to submit for 2019:** \$15,000

2. **CVP Enrollment update:** Packets have been sent to growers for recruitment of subscription service.

3. **Department of Economic Development and Planning – continued planning for seminar series:** Dick Rivers has been in contact with Crystal Abers about coordinating seminars/trainings. More info to come on upcoming seminars.

4. **Board of Directors Plaque:** A plaque with names of past board of directors' members will soon have nameplates of Joseph Pillittere and Carl "Butch" George.

d. **Legislative:** Norm Marsh reminded the board of the upcoming CCE presentation at the Legislative meeting on Feb. 27, 2019.

e. **Personnel Committee:** nothing new to report

f. **Agriculture:** Don Wild discussed the upcoming meeting of Dairy Producers in Waterloo for organic/no grain producers.

g. **Livestock Committee:** The Spaghetti Dinner is planned for March 31, 2019 3pm-7pm. Diane Clayson reported that the entry numbers have increased from last year. 22 beef steer entered, 12 dairy steer entered, 93 turkeys ordered, 330 chicks ordered. Don Wild encouraged board members to attend committee meetings to get to know members. Minutes from the last livestock meeting are attached.

h. **4-H Program Committee-** Carrie requests that a separate account line item be established for both Family and Consumer Committee and the Dairy Committee. Discussion tabled until the March 2019 board meeting.

5. **Executive Session:** Don Telaak made a motion to enter into executive session at 7:12 pm, to consider the discipline or dismissal of, or to hear complaints or charges brought against a public officer, employee, staff member or individual. Norm Marsh seconded. Approved unanimously.

Norm Marsh made a motion to end the executive session at 7:20 pm. Don Telaak seconded. Approved unanimously.

6. **Old Business:**

- a. **Presentation to County Legislators on Agricultural team:** Presentation will be Wednesday, February 27, 2019 at 4:00pm
- b. **AADIP – Affirmative Action, Diversity and Diversity Plan:** Nathan Blesy made a motion to accept the plan as printed. Diane Clayson seconded. Approved unanimously.
- c. **Building Purchase Status:** Diane Clayson made a motion to hire Dan DeRose as attorney for property closing for the sum of \$500 (five hundred dollars) and to authorize a deposit of \$5,000 (five thousand dollars) toward the total purchase price. Don Telaak seconded. Approved unanimously.
- d. **Board Vacancies – 2:** We are still accepting nominations. To date, 2 letters of interest were submitted. Dick Rivers and Don Wild will meet with each interested candidate before a decision is made. Encouraged board members to consider other names.

7. **New Business:**

- a. **Memorial to “Butch” George:** Mrs. Barb George requested that any memorials in honor of Carl “Butch” George would be sent to the Cattaraugus County 4-H program. To date, memorials total \$3,415. Don Wild appointed Nathan Blesy and Don Telaak to be responsible to gather ideas/suggestions to be used as awards (in memory of Butch George) to be handed out at the Cattaraugus County Fair.
- b. **New Standard Operating Procedures and Guidelines:** Dick Rivers reported that CCE of Cattaraugus County does not have an updated standard operating procedures and guidelines. He is in the process of updating and a final draft will be ready to review at the next board meeting.

8. **Calendar of Events:**

Presentation to Legislators – February 27, 2019 4:00pm

Blueberry Workshop – March 5, 2019 9:00am – 4:30 pm

4-H Spaghetti Dinner – March 31, 2019 3-7pm

Farmer Neighbor Dinner – April 10, 2019

Forestry/Logger Training – May 7, 2019

9. **Public Comment:** Don Telaak inquired if Dick Rivers looked into leasing hunting rights at the Pierce Whitney property. Dick R. had no new information. Don T. and Dick R. will look into this further.
10. **Adjournment:** Norm Marsh motioned to adjourn the meeting at 7:42 pm. Seconded by Don Telaak. Approved unanimously.

Next Board Meeting: March 25, 2019 6:30 pm