

Cornell Cooperative Extension of Cattaraugus County

Board of Directors Meeting

March 25, 2019

28 Parkside Drive

Ellicottville, NY 14731

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

Absent: Emily Arena, Susan LaBuhn

Others present: Richard Rivers, Erin Lamouret, Jessica Golley-Halftown

- 1. Call to Order:** Donald Wild, President, opened the meeting at 6:32 pm.

Norm Marsh made a motion to approve the addition of new board members, Erin Lamouret and Jessica Golley-Halftown. Nathan Blesy seconded. Approved unanimously.

- 2. Approval of Minutes:**

February 25, 2019 (Amended): Nathan Blesy made the motion to accept the amended minutes of the February 25, 2019 regular meeting. Don Telaak seconded. Approved unanimously.

- 3. Financial Reports:**

- a. Treasurer**

- 1) *January 2019 Financials:* tabled until April 22, 2019 meeting.

- b. Reports for the year ending 2018:** tabled until April 22, 2019 meeting.

- c. Fund Transfer Reconciliation:** Nathan Blesy made a motion to approve the balance of \$263.29 in line item, Homemade Holidays, to be combined with the line item, Teen Council. Norm Marsh seconded. Approved unanimously.

4. Reports:

- a. **Board President:** Don Wild reported that he has been working closely with the Executive Director, Dick Rivers, on development and organization of upcoming workshops.
- b. **CCE SES:** nothing new to report.

c. **Executive Director:** Dick Rivers presented the Executive Director's Report. Please see the attached Executive Director's Report for details:

1. Grants:

a. **Farmland Trust: \$5,000,** Regional Navigator Training, grant received to assist new farmers. Dick Rivers attended a training in Saratoga Springs.

1. **See list of programs to be offered this year:** Detailed list attached in Executive Director's Report.

b. **Agriculture in the Classroom, Cornell University:** Cattaraugus CCE has received the grant money and we are beginning to purchase instructional materials.

c. **Cornell Vegetable Program – Press Release:** A press release was sent to Rick Miller, OTH, and others for publishing information about a meeting with Julie Kikkert, Elizabeth Buck, and Don Wild regarding how to promote the program in Cattaraugus County.

d. **Farm2School Program:** There will be a meeting in Franklinville, 3/27 at 1pm with business managers from Franklinville and Hinsdale Schools. CCE has a role to hire a coordinator funded through the grant. This program may incorporate Ag in the classroom, too.

e. **Department of Economic Development and Planning –** continued planning for seminar series

d. **Legislative:** The CCE presentation went well. There may be another presentation in the next few months.

e. Personnel Committee:

i. **Resignation of Treasurer, Emily Arena:** See attached letter.

ii. **Appointment of Replacement:** Nathan Blesy made a motion to appoint Kelly Reed as temporary treasurer. Don Telaak seconded. Approved unanimously.

f. **Agriculture:** Nothing new to report.

g. **Livestock Committee:** The Spaghetti Dinner is planned for March 31, 2019 3pm-7pm. The Auction will begin at 6pm. Any donations of baskets and pies can be taken to CCE or the fairgrounds on March 31st. Proceeds from the Spaghetti Dinner will be used for updates/enhancements to the beef barn. Diane Clayson reported that the 4-H program is growing. Minutes from the last livestock meeting are attached.

h. **4-H Program Committee-** Nothing new to report.

5. **Executive Session:** Nathan Blesy made a motion to enter into executive session at 7:21 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.

Kelly Reed made a motion to end the executive session at 7:37 pm. Norm Marsh seconded. Approved unanimously.

6. **Old Business:**

- a. **Agriculture Team Status:** Don Wild explained the team concept to the new board members.
- b. **Building Purchase Status:** Closing will take place on/or about April 1, 2019. Discussion was held regarding management of the property after closing: changing locks, utility bill name change, security and periodic building checks by board members, property insurance. Diane Clayson suggested that those who mow the fairgrounds property might be willing to mow at the new property since it is located next door. Dick Rivers will talk to Sheri Charlesworth about a timeline for removal of contents. Kelly Reed is waiting to hear from the county engineer about stamping future blueprints.
- c. **Board Vacancies – 2:** Erin Lamouret and Jessica Golley-Halftown were appointed as new board members.
- d. **Standard Operating Procedures and Guidelines:** Copy is attached. Kelly Reed made a motion to accept the standard operating procedures and guidelines. Nathan Blesy seconded. Approved unanimously.
- e. **Memorial to “Butch” George:** Don Telaak and Nathan Blesy reported that discussion was held with the family of Butch George about possibilities for a memorial. Diane Clayson suggested a new bench with a memorial plaque that could possibly be on display at the Cattaraugus County Fair and then relocated to the new CCE property.

7. **New Business:**

- a. **Lease of Pierce-Whitney land for hunting:** The insurance company does not allow the property to be leased for hunting.
- b. **Shooting Sports Policy:** Our insurance company requires CCE to adopt a policy for shooting sports. Dick Rivers is currently working on a draft of this policy.

- c. **M&T Bank signers:** Kelly Reed make a motion to remove Emily Arena as a signer and authorize 4 signers: Don Wild, Donna James, Kelly Reed, Tamara Bacho. Norm Marsh seconded. Approved unanimously.

8. Calendar of Events:

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

Farmer Neighbor Dinner – April 10, 2019

Ag trivia night – April 13, 2019

Forestry/Logger Training – May 7, 2019

9. **Public Comment:** Erin Lamouret commented on a farm auction taking place in Cooperstown, NY. Some items to be sold include equipment, livestock, farm related tools, etc.

10. **Adjournment:** Kelly Reed motioned to adjourn the meeting at 8:07 pm. Seconded by Norm Marsh. Approved unanimously.

Next Board Meeting: April 22, 2019 6:30 pm