

# **Cornell Cooperative Extension of Cattaraugus County**

## **Board of Directors Meeting**

**May 21, 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, Norm Marsh

Absent: Don Wild, Don Telaak,

Others present: Richard Rivers

- 1. Call to Order:** Diane Clayson, President, opened the meeting at 6:40 pm.
- 2. Approval of Minutes:** Sue LaBuhn made the motion to accept the minutes of the April 23, 2018 regular meeting. Nathan Blesy seconded. Approved unanimously.
- 3. Financial Reports:** Kelly Reed presented the financial reports. Discussion held regarding the Pierce Whitney Property proceeds and percentage of distribution to Arboretum. Carl George made a motion to accept the Financial Reports. Joseph Pillittere seconded. Approved unanimously.
- 4. Reports:**
  - a. CCE SES:** Renee Smith reported that there is an Executive Leadership Conference June 13-14, 2018 on campus. She requested that we share any CCE success stories with her so they can possibly be shared at the conference. Renee explained that there has been a roll out of basic initiatives of Cornell's strategic plan and there is an ongoing grant application for innovation.
  - b. Interim Executive Director:** Richard Rivers presented the Executive Director's Report.
    - 1. Legal Expenses:** Richard Rivers reported on the amount of legal expenses to date.
    - 2. SNAP Nutritionist Position:** Posting of the position closed on May 15, 2018. 6 applications received. Telephone interviews soon. In person interviews to take place on May 29, 2018 and May 31, 2018
    - 3. Mileage reimbursement:** Discussion held regarding establishing the amount for mileage reimbursement.

**4. Finnerty's of Ellicottville:** Finnerty's Restaurant contacted the extension to offer support for 4-H by donating 20% of proceeds during established or pre-determined 4-H nights. CCE would help to promote and advertise.

**5. Agriculture Survey :** Olean Times Herald has been very responsive to our programs and would like to do an article to help promote the agricultural survey. The survey has also been distributed through email lists, direct mail and press releases.

**6. Meeting Attended:**

- a. Monthly ED call – Zoom Video Conferencing – May 4<sup>th</sup>
- b. SBN – May 11<sup>th</sup> in Warsaw
- c. Agriculture & Farmland Protection Board – May 1<sup>st</sup>
- d. Ellicottville Chamber of Commerce Annual Meeting – May 17<sup>th</sup>
- e. EFNEP coordinator Jen Reardon for overview of program – May 21<sup>st</sup>

**c. Legislative:** nothing new to report

**d. ED search committee:** There were 14 candidates, narrowed to 6 candidates that will be phone interviewed on June 9, 2018

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

**f. Ag Committee:** Livestock tagging day went very well. The amount of livestock tagged is as follows: 35 lambs, 21 goats, 145 pigs, 19 beef, 10 dairy

**5. Old Business:**

**a. Policies – vacation policy:** Discussion held regarding the vacation policy proposal. Tabled until the June 25, 2018 board meeting.

**b. Executive Session:** Joseph Pillittere made a motion to enter into executive session at 7:20 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 7:35 pm. Carl George seconded. Approved unanimously.

**6. New Business:** nothing new to report

**7. Public Comment:** none

**8. Adjournment:** Kelly Reed motioned to adjourn the meeting at 7:40 pm. Seconded by Sue LaBuhn. Approved unanimously.

**Next Board Meeting: June 25, 2018 at 6:30 pm 28 Parkside Drive, Ellicottville, NY**