

Cornell Cooperative Extension of Cattaraugus County

Board of Directors Meeting

March 26, 2018

28 Parkside Drive

Ellicottville, NY 14731

Board Members present: Diane Clayson, Joseph Pillittere, Don Telaak, Stephanie Carter, Nathan Blesy, Holly Lemke, Norm Marsh, Don Wild, Susan LaBuhn, Carl "Butch" George, Renee Smith

Absent: Kelly Reed

Others present: Dick Rivers

1. **Call to Order:** Diane Clayson, President, opened the meeting at 6:35 pm.
2. **Approval of Minutes:** Carl George made the motion to accept the minutes of the February 26, 2018 regular meeting. Joseph Pillittere seconded. Approved unanimously.
3. **Financial Reports:** Kelly Reed was absent and Joseph Pillittere presented the financial reports. Norm Marsh made a motion to accept the Financial Reports. Joseph Pillittere seconded. Approved unanimously.
4. **Reports:**
 - a. **CCE SES:** nothing new to report
 - b. **Interim Executive Director:** Dick Rivers introduced himself as the interim executive director.
 - c. **Legislative:** Sue LaBuhn reported that everything is going well. The Legislature is looking forward to the further development of the Cattaraugus County CCE. Diane Clayson offered to bring 4-H youth to a legislature board meeting in May. The Board is anticipating inviting County Legislators to the Cattaraugus County Fair again this year for a tour, presentation and lunch. Discussion held regarding the legislative board meeting during fair week and possible venues for the meeting at the fair.
 - d. **ED search committee:** Renee Smith gave an update regarding the search. The ED search is posted in several places. The deadline for applicants is April 30, 2018. Sue LaBuhn suggested that Renee contact Crystal Abers to put the advertisement on the Cattaraugus County website. Joseph Pillittere suggested generating a highlight page to showcase to applicants all that Cattaraugus County has to offer.

e. Personnel Committee: nothing new to report

f. Ag Committee: Don Wild discussed and gave an overview of how a regional team concept would function. An agricultural needs assessment survey will be coming soon from Cornell.

g. Livestock Committee: The 3rd Annual Spaghetti dinner will be held April 7, 2018 from 3:00 – 7:00 pm at the Cattaraugus County Fairgrounds Corporate Building.

5. Old Business:

a. New York Beef Producer’s Meeting: Nathan Blesy gave an overview of events at the New York Beef Producer’s Dinner Meeting. Discussion held regarding formation of a regional county ag program. A suggestion was made to ask county legislators for funding for a regional county agricultural program.

b. Subcommittee for the Pierce Whitney Property: Members to include Joseph Pillittere, Sue LaBuhn, Kelly Reed, Diane Clayson. Diane Clayson suggested that we discuss hiring an attorney for consultation.

6. New Business:

a. Executive Session: Joseph Pillittere made a motion to enter into executive session at 7:06 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. Passed unanimously.

Joseph Pillittere made a motion to end the executive session at 7:22 pm. Don Telaak seconded. Passed unanimously.

b. Policies – vacation policy: Discussion held regarding the revision of the vacation policy. The Personnel Committee will discuss further at their next meeting.

c. AADIP: Joseph Pillittere made a motion to accept the Affirmative Action, Diversity and Inclusion Plan as amended. Sue LaBuhn seconded. Passed unanimously.

d. CCE Board Minutes on webpage: CCE Board minutes are now accessible on our webpage at <http://cattaraugus.cce.cornell.edu/about-us/board-governance>

e. Board meeting dates and times:

January 22, 2018

February 26, 2018

March 26, 2018

April 23, 2018

May 21, 2018

June 25, 2018

July 2018: No regular meeting, fair week

August 27, 2018

September 24, 2018

October 22, 2018

November 26, 2018

December 2018: TBA Annual Meeting

- f. **Confidentiality Agreement for Board:** The confidentiality agreement was distributed to all board members for review and signature.

Sue LaBuhn thanked Dick Rivers and express the board's appreciation for him serving as Interim Executive Director.

7. Public Comment: none

8. **Adjournment:** Nathan Blesy motioned to adjourn the meeting at 7:34 pm. Seconded by Norm Marsh. Approved unanimously.

Next Board Meeting: April 23, 2018 at 6:30 pm 28 Parkside Drive, Ellicottville, NY