

CORNELL COOPERATIVE EXTENSION ERIE COUNTY
BOARD OF DIRECTORS MEETING
June 22, 2021
Public Meeting, 6:30 PM via Zoom
21 S. Grove St., East Aurora, NY 14052

Present

Jack McGowan, Diane Held, Sara Root, Sam Basile, Beth Buscaglia, Li Shen, Brett Kreher

Note: Brett Kreher joined the meeting at 7:13 PM.

Absent

Amelia Kermis, Gail Wells, Kathryn Franco, Joe Lorigo, Matt Agle, Matt Janiga

Staff

Sharon Bachman, Kathleen McCormick, John Whitney

Guests

1. **Agriculture Presentations:** Sharon Bachman, Kathleen McCormick, John Whitney
2. **Call to Order**
 - a. Jack McGowan, *President*, called the meeting to order at 7:07 PM.
3. **Agenda Review**
 - a. Jack inquired if there were any additions to the agenda. Diane confirmed there was an additional agenda item to include:
 - i. PPP Forgiveness Loan application
4. **Approval of Board and Committee Minutes***
 - a. Board and Committee minutes will be voted on at the July meeting, due to not enough attendees for quorum.
5. **Approval of April 2021 Financial Reports***
 - a. Will be voted on at the July meeting, due to not enough attendees for quorum.
6. **Reports**
 - a. **Committees:**
 - i. Capital – Planning meeting with architects took place with a great turn out for audience; currently waiting on next steps from architects and information on Town of Orchard Park for what will be allowed with zoning. Current attempts have not been successful and this is a growing concern for progress. CCE plans to continue attempting to secure the letter and will provide an update at the next board meeting. Diane offered a follow up tour of the PFC property, and the board attendees were interested in this. Dates to be provided via email for availability.
 - ii. Finance – Nothing new to report.
 - iii. Operations – 4-H retreat is taking place 6/29. Diane/Sara to discuss and follow up at July board meeting.
 - iv. Development – Nothing new to report.
 - b. **Cornell Cooperative Extension:**
 - i. Executive Director retreats and training have been taking place, covering topics such as 4-H, diversity, mental health, etc.

- ii. Increasing interest in CCE providing programming/support with public health/community efforts. Diane is partnering with Sheila Bass to attend state-wide calls for program planning.
- c. **Executive Director:**
 - i. Diane worked through securing the 2021 county appropriation payment. It has been confirmed as received.
 - ii. Increasing interest in partnering CCE with NYSERDA, specifically with Ag programming. Diane/John W. continue to investigate and look for opportunities.
 - iii. 4-H is full steam ahead with Erie County Fair; expectations are that it will look much like it did pre-COVID.
 - iv. PPP Forgiveness Loan application is due by August 9th; decision is needed on initial loan usage. A board vote will be needed to confirm next steps.
 - v. Committee is in place to draft Safety Plan and able to be identified as in-progress. Diane will share with board for approval in next few months.

7. Old Business

- a. **Support for Extension Foundation Golf Tournament, Sat., July 17, 2021:** Continued encouragement to support this event, as the Foundation provides great support to CCE programming. If board members are not able to attend in person, monetary donations are also welcomed.
- b. **2020 Audit update:** Bonadio to report audit findings at July board meeting.

8. New Business

- a. **Consideration of goat judge for fair*:** There is a need for a working goat judge to participate in this year's fair. Historically the board has voted in agreement of the judge candidates if there was relation to any board members. This will need to be done at the July board meeting.
- b. **PFC request to rent land for a soccer field*:** PFC has expressed an interest in renting a 1-acre portion of the CCE property (2022) for a soccer field. CCE board will need to vote and decide at the next board meeting. PFC will need to ensure liability/insurance coverage and be responsible for property upkeep and care.
- c. **Reopening and safety considerations for association:** Office has been re-opened with staff in-office schedules rotating, as needed. Currently staff and guests are required to wear masks when in the office (unless in personal space/desk area). Other consideration is the fair and how to reinforce/regulate mask-wearing for unvaccinated individuals. Board confirmed that Diane should follow CDC/state guidance for in the office, and re-evaluate for the fair, as the date gets closer.
- d. **Consideration of CCE Erie 2022 county appropriation:** Diane provided a recap on the recent budgets. Diane would prefer to use the \$347,968 (2020 full amount) and add 2% for 2022 request. Board recommended requesting 5% increase from 2020 full amount, given inflation and wage increases and increase in operating costs.

Meeting was adjourned at 8:30 PM.

Respectfully submitted,
Sara Root

**Indicates item needing Board action.*

DATES AHEAD:

**Board of Directors Meeting (w/SNAP Ed
Presentation prior to business meeting)**

July 27 (Tues), 6:30 PM