

CORNELL COOPERATIVE EXTENSION ERIE COUNTY
BOARD OF DIRECTORS MEETING
April 26, 2022
Public Meeting @ 7 PM
RCC Powerhouse, 39 S. Grove St. East Aurora and via Zoom

Present

Jack McGowan, Brett Kreher, Matt Janiga, Sam Basile, Amelia Kermis, Sara Root, Matt Agle

Note: Brett Kreher joined via Zoom with address posted in advance. Gail Wells joined at 7:38 PM via Zoom and Li Shen joined at 8:04 PM via Zoom without address posted in advance, disqualifying from voting.

Absent

Joe Lorigo, Renee Mooneyhan, Carla DiCanio-Clarke, Kathryn Franco

Staff

Diane Held

Guests

Jim Bammel (Bammel Architects)

1. Call to Order

- a. Matt Agle, *President*, called the meeting to order at 7:03 PM.

2. Agenda Review

- a. Matt inquired if there were any additions to the agenda. No updates to report.

3. Approval of Board and Committee Minutes*

- a. Motion to approve the March 22, 2022, board meeting minutes was made by Sam Basile and seconded by Matt Janiga. Motion passed unanimously. Approval by all attendees in-person and included via role call:
 - i. Brett Kreher
- b. Motion to accept the March 28, 2022, Executive Committee meeting minutes was made by Jack McGowan and seconded by Matt Agle. Motion passed unanimously. Approval by all attendees in-person and included via role call:
 - i. Brett Kreher
- c. Motion to accept the January 27, 2022, 4-H Youth Development Program Advisory Committee meeting minutes was made by Jack McGowan and seconded by Sam Basile. Motion passed unanimously. Approval by all attendees in-person and included via role call:
 - i. Brett Kreher

4. Yearend Financial Review Update

- a. Brief discussion regarding the fund balance update that was voted and approved on by Executive Committee in the March 28, 2022 meeting.

5. Reports

a. **Committees:**

- i. Executive – No updates to report.
- ii. Capital – No updates; may need meeting soon. Amelia to coordinate.
- iii. Finance – Nothing new to report.

- iv. Operations – Working to have recommended catastrophic leave/supplemental leave policy next steps for reviewing with committee and bringing to the board for approval at May meeting. Sara to schedule meeting with committee.
 - v. Development – Nothing new to report outside of identifying process for development support Diane to coordinate meeting with Laura Scala (fund development consultant) for May to discuss process to seek foundation funding to hire a development staff person.
- b. **Cornell Cooperative Extension:**
- i. Update on Open Meetings Law. Will need to continue operating as is (requiring posting of addresses for any remote attendees) for voting members. By June, board will need to develop policy for allowing video attendance due to extenuating circumstances (such as individual is sick, family member sick, etc.).
- c. **Executive Director:**
- i. Continue to navigate hiring influx and adjusting/adapting where possible. Currently have 5 positions open (or soon opening).
 - ii. County contract was received April 26, 2022; should be signed and completed by early May.
 - iii. Healthy Corner Store Initiative has been receiving great publicity via Highmark connection. Lots of interest in the public currently.

6. Old Business

- a. **Bammel Architects Update:** Jim provided detailed update. Currently through programming and schematic design. Next move is site design and final details of construction plans/documents. Currently assessing material availability/cost for how the market is tracking (economy is causing increased material costs and lead times for availability). Energy saving options are being evaluated and considered; although it was flagged that these types of packages typically add approximately \$300,000 - \$750,000 in costs (although roughly 30% can often be reimbursed by the state), depending on what is used (i.e. base level efficiencies outside of what's required with codes vs. full geothermal system). Will want to consider this for capital campaign goals, so it can be accounted for appropriately and need to decide sooner than later for design process purposes.
- Safe estimate is \$2.9 million total construction cost (not including additional energy saving estimates). Furniture/Fixtures/Equipment (FF&E) costs are not included in cost and would need to be factored separately. Projecting roughly 4 months (from now) to get through town site process. Construction documents should be ready upon same time as site plan approval.
- b. **Revisit 4-H Livestock Auction at the Erie County Fair*:** Further discussion regarding the request for CCE to hold livestock auction in one day and involving Youth Livestock Expo/Open Class, given concerns raised on misalignment with missions between the two organizations. Motion to rescind the March 22, 2022 motion to incorporate the open class youth auctions into the 4-H auction, and instead decline incorporation of open class youth livestock into the 4-H auction was made by Matt Agle and seconded by Sam Basile. Motion passed unanimously. Approval by all attendees in-person attendance and included via role call:
- i. Brett Kreher
- c. **Audit Update:** The quote for doing an audit in 2022 has been declared at a total of \$17,000 to be done in 2023. (The 2023 audit, done in 2024 would be roughly \$13,000.) More quotes are to be provided and will be shared with board for consideration.

7. New Business

- a. **Annual Meeting Date:** Board selected Tues., November 15 for 2022 Annual Meeting.

Motion was made by Amelia Kermis and seconded by Sam Basile to adjourn. Approval by all attendees in-person attendance and included via role call:

- i. Brett Kreher

Meeting was adjourned at 8:21 PM.

Respectfully submitted,
Sara Root

**Indicates item needing Board action.*

DATES AHEAD:

Board of Directors Meeting
Roycroft Campus Powerhouse

May 24th (Tues), 7 PM

Extension Foundation Golf Tournament

Date TBD