

CORNELL COOPERATIVE EXTENSION ERIE COUNTY
BOARD OF DIRECTORS MEETING
Jan. 24, 2023
Public Meeting @ 7 PM
RCC Powerhouse, 39 S. Grove St. East Aurora and via Zoom

Present

Jack McGowan, Brett Kreher, Matt Agle, Sara Root, Kathryn Franco, Carla DiCanio-Clarke, Ron Engasser, Gail Wells (joined at 7:14 PM)

Video: Li Shen, Matt Janiga

Absent

Amelia Kermis

Staff

Diane Held, Tim Bojanowski

Guests

1. Call to Order

- a. Matt Agle, *President*, called the meeting to order at 7:04 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 Dec. 20, 2022 board meeting minutes was made Jack McGowan and seconded by Brett Kreher. Motion passed unanimously.

4. Approval of November 2022 Financial Reports*

- a. Inquiry on an entry in the financial report. It was decided to postpone reviewing and approving the November 2022 financial report at the February 2023 board meeting.

5. Reports

a. **Committees:**

- i. Executive – No updates to report.
- ii. Capital – Have been discussing building a wildflower cover crop or other cover crop at the Burton Rd. property to help improve the soil and minimize weed takeover. Continue to explore options for grant funding to cover the expenses to implement, with a deadline of Fri., Jan. 27. Motion to approve Diane the authority to investigate and authorize an agreement on the cover crop funding grant was made by Brett Kreher and seconded by Matt Agle. Motion passed unanimously.
- iii. Finance – No updates to report.
- iv. Operations – No updates to report. Will have more policies to review and approve later this year.
- v. Development – Waiting to hear back from Oishei on decisions made for part-time development personnel position. Currently also looking into more information on the UB Salesforce program, where the software is provided for free and a student is assigned for managing the implementation of the program. Diane, Jack and Tim are having a meeting to discuss further.

- vi. Diversity, Equity & Inclusion (DEI) – No updates, but will be scheduling meeting soon.
- b. **Cornell Cooperative Extension:**
 - i. No updates to provide.
- c. **Executive Director:**
 - i. Diane recently joined other area CCE Executive Directors to meet with state legislators, to advocate for NYS 224 funding. Currently waiting to hear back if we will be granted level funding in the upcoming budget announcement.
 - ii. Staffing changes have been reduced to only two postings and currently working through onboarding with the recent hires.
 - iii. Diane attended the Ag Society Meeting in Syracuse earlier in January where Gov Hochul made a surprise appearance.

6. Old Business

- a. **Burton Road property:** Have confirmed that there were back taxes on the property that temporarily raised red flags for progressing forward with construction. This issue has been passed to the previous property owner and in progress for resolution, to allow us to move ahead with site plan approval.
- b. **Ag opt in and annual appeal:** Have been receiving opt-ins on a rolling basis (28 received to date, averaging \$50 per enrollment, 6 new enrollees to report).
- c. **Single audit:** Confirmed to be moving forward, as planned.

7. New Business

- a. **Annual approvals (including approval of the BR agreement with Cornell)*:** Motion to approve the 2023 Annual Approvals was made by Gail Wells and seconded by Kathryn Franco. Motion passed unanimously.
- b. **2023 Association budget review and approval*:** Approval of the 2023 Annual Association budget was made by Brett Kreher and seconded by Carla DiCanio-Clarke. Motion passed unanimously.
- c. **Board officer elections*:**
 - i. Matt Agle presented the proposed slate of officers for election:
 1. President: Matt Agle
 2. Vice-President: Brett Kreher
 3. Treasurer: Li Shen
 4. Secretary: Carla DiCanio-Clarke
 - ii. Motion to approve the proposed slate was made by Jack McGowan and seconded by Kathryn Franco. Motion passed unanimously.
- d. **Establish Board committees*:** Motion to add the Diversity, Equity & Inclusion committee as an official board committee was made by Kathryn Franco and seconded by Brett Kreher. Motion passed unanimously.
 Reminder that committee meetings follow the same operating rules as a board, meaning official meetings need to be taking place in person.
 Board Committees confirmed as follows:
 - i. Executive: Matt Agle, Brett Kreher, Li Shen, Carla DiCanio-Clarke, Jack McGowan
 - ii. Finance: Li Shen (Chair), Jack McGowan, Matt Agle, Matt Janiga, Kathryn Franco
 - iii. Operations: Sara Root (chair), Matt Agle, Carla DiCanio-Clarke, Kathryn Franco, Amelia Kermis
 - iv. Capital: Amelia Kermis (Chair), Ron Engasser, Matt Janiga, Jack McGowan, Brett Kreher

- v. Development: Jack McGowan (Chair), Ron Engasser, Brett Kreher, Gail Wells, Matt Agle
- vi. DE&I: Gail Wells, Sara Root, Kathryn Franco, Brett Kreher, Carla DiCanio-Clarke (Chair to be confirmed)
- e. **Board training – date considerations:** Discussion on doing training in person versus virtually. Board decision to go with virtual session(s). Training duration is TBD but likely a couple individual 1.5-hour sessions. Diane to investigate scheduling options, focusing on evenings (7 PM) and Tuesdays. Options to be provided via email for confirmation.

Motion was made by Gail Wells and seconded by Carla DiCanio-Clarke to adjourn. Approval by all attendees.

Meeting was adjourned at 8:52 PM.

Respectfully submitted,
Sara Root

**Indicates item needing Board action.*

DATES AHEAD:

Board of Directors Meeting
Roycroft Campus Powerhouse

Feb. 28th (Tues), 7 PM