

CORNELL COOPERATIVE EXTENSION ERIE COUNTY
BOARD OF DIRECTORS MEETING
July 23, 2024
Public Meeting @ 5:45 pm
RCC Power House, 39 S. Grove St., East Aurora

AGENDA

- 1. Board Meeting Call to Order:** Matthew Agle, *President*

- 2. Old Business:**
 - ◆ Construction Manager – assist with pavilion project, site plan approval* (5 min)

- 3. New Business**
 - ◆ Oishei donation for capacity building – staff hire and organizational consultant* (5 min)
 - ◆ 2024 Annual Meeting Date, tentative November 14th* (2 min)

- 4. DEI Training** (6-8:30 pm) led by Eduardo González, Jr., CCE Assistant Director Diversity, Equity, and Inclusion

DATES AHEAD:

Extension Foundation Golf Tournament

July 27, 2024 (Sat) 7 am – 3 pm

erie.cce.cornell.edu/events/2024/07/27/12th-annual-golf-tournament

Board of Directors Meeting

September 24, 2024 (Tues) 7 pm

RCC Power House, 39 S. Grove St., East Aurora

** Indicates item needing Board action*

DEVELOPING A PRACTICE OF COURAGE, COMPASSION, AND CONNECTION TO ADVANCE DIVERSITY, EQUITY, INCLUSION AND BELONGING (DEIB)

CCE ERIE BOARD

July 23, 2024
6:00 PM – 8:30 PM

WORKSHOP OBJECTIVES

- Build/strengthen a foundation for advancing diversity, equity, inclusion, and belonging (DEIB) initiatives at CCE Erie.
- Deepen awareness, understanding, and fluency related to DEIB terminology and practices.
- Create/enhance shared meaning on DEIB through dialogue, disclosure, and discovery.
- Identify actionable steps to ensure continuous progress and growth in DEIB initiatives at CCE Erie.

Holding Space/Community Agreements

- Take Space/Make Space
- Lean into discomfort and recognize that feelings are information
 - Practice generous listening
- Take risks, make mistakes and keep going/growing
 - Experiment with suspending judgment/knowing
 - Invite curiosity and humility
 - Expect and accept a lack of closure
- Keep our discussions confidential – share insight

6:00PM

Welcome

- *Introductions*
 - *Name*
 - *Pronouns*
 - *A Joy/Concern you bring to our work together today*

Creating Supportive and Challenging Space

- *Holding Space/Community Agreements*
- *Brave Space Activity*

Diversity, Equity, Inclusion, Belonging and Me/Defining the Terms

- *Activity: Who I Am*
- *Exploring Belonging in the Workplace*

Cornell Cooperative Extension is an equal opportunity, affirmative action educator and employer.

- *Defining the Terms*

BREAK

Leveraging DEIB at CCE Erie

- *Leveraging our Discretionary Power*
- *Stop, Start, Continue Action Planning*

Next Steps

Appreciations, Affirmations, and Reflections

- *I learned...*
- *I felt...*
- *I wish...*
- *I appreciated...*
- *Something I'm taking with me is.*

8:45PM

Departure

CCE Pavilion Proposal



Mike J Construction Consulting
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www.mikejcc.com



PROJECT DESCRIPTION

Construct a new 64' x 32' pavilion with attached 16' x 16' storage shed on the Cornell Cooperative Extension property at Burton Road in Orchard Park, NY. The structure will be wood framed with a metal roof. Additional details regarding the build to follow during preconstruction. Anticipated scope includes a concrete slab on grade foundation, gravel parking lot capable of holding 16 vehicles, power pole with electricity provided to the site, and a new well, drilled and installed.

SERVICES

- Issue an RFP (Request For Proposal) and solicit bids from multiple contractors while following the CCE requirements.
- Review and compare proposals to assist in selecting a contractor.
- Assist in the negotiation of contract terms with the selected contractor.
- Organize and attend on-site weekly meetings with the contractor.
- Review and approve applications for payment.
- Track budget.
- Track construction schedule progress.
- Review contractor change order requests.
- Assist with project close-out.
- Follow-up and track the permanent water supply issue with the Town of Orchard Park and the civil engineer. Additional services are available if necessary.

COMPENSATION

The consultant's compensation for the performance of the services is a rate of [REDACTED] per month. Additional services can be offered and negotiated as needed.

Proposal for Communications & Marketing staff person:

7.23.24

- The association is in need of a part time communications/marketing position to prepare for a capital campaign.
- We have \$ [REDACTED] from the Oishei Foundation to use for this in 2024. It would fund the position for the remainder of the calendar year.
- For future funding:
The capital project budget estimate presented to the finance committee in February, has a line for staff below, which includes marketing support:

Capital campaign consultant + administrative support for 3 years	\$ [REDACTED]	<i>this includes approximately \$ [REDACTED] yr for marketing and admin support</i>
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- **Seeking board approval for this position.**