

December 20, 2024-Board Meeting-6pm

In attendance: Betty Scott, Donna Dickson-Noonan, Donna Jones, Gary Orton, Carol Michalski, Stacy Palmatier, Andrea Balcom, Carolyn Scobie, Danielle Hautenmi

Meeting called to order at 6:14PM, by president Betty Scott.

Investment Presentation by Chris Rollo from Morgan Stanley

Board President Betty Scott provided the following statement concerning CCE Meetings: CCE Delaware as a sub governmental agency is subject to Open Meetings Law. As such the meetings are open to the community at large. This includes CCE Staff, as members of the community, are eligible to attend. This is the meeting of the Board of Directors to conduct appropriate business brought before the board. We would ask all guests to refrain from commenting unless input is requested, or the guest has been recognized.

Action: Approve Meeting Minutes from Board Meeting, September 25, 2023

Motion: Donna Jones

Second: Gary Orton

All in favor:

Action: Accept SubAward from Suny Oneonta-USDA Food Insecurity and Healthy Eating Grant (\$78,477)

Discussion: No additional personnel time necessary, Mandeep will be managing the reporting, same schools as CROP services-

Motion: Donna Jones

Second: Carol Michalski

All in favor:

Action: Approve to hire law firm to perform Pay Equity Audit

Discussion: Law firm recommended by Danielle Hautenami, they have experience working with CCE, all staff will have current job descriptions by January 15, law firm will review updated job descriptions and pay equity. Target date of completion-February 15. Betty S. proposed waiting for results of audit before providing staff the Annual salary increase that will be retroactive.

Action: NYSERDA Grant- Increase employee from .5 to 1 FTE

Motion: Donna Jones

Second: Carol Michalski

Action: Approve proposed Holiday schedule for 2024

Motion: Carol Michalski

Second: Carolyn Scobie

Action: Approve Mostert, to perform 2022

Motion: Gary

Second: Carolyn Scobie

Action: Approve payment days for MVB to extend Nov 1-9

Motino: Carol Michalski

Second: Carolyn Scobie

Reviewed Annual Meeting. Reported on Staff holiday-made ornaments and had catered lunch. Financials for 2022 have vbeen met and 2022 was closed. 2023 working through and closing through October. Budget completion for 2024 is in progress. Reported that attended Lobby Days in Albany. Changes in Personnel (Tom Hinkley, and Justine Bishop resigned, Cheryl Starcher-Ceresna retired) Positions to be filled: Ag Resource Educator

Carol-if a PD requires adjustment-how is this done.

Cornell does not have a scale for pay. Danielle-if there is a misclassification this can be remedied by SBN Human Resource

Gary Orton-posed comment that to be sure staff knows they are valued.

An analysis of exempt vs non-exempt for equity. It is a budgeted item for Contracted Services with the Cost of Living.

Action: To approve Pay Equity Study-\$10,000

Motion: Andrea Balcom

Second: Carolyn Scobie

Action: To approve Leadership Development training with staff by Ron Crawford in January-\$15,000

Motion: Donna Jones

Second: Carol Michalski

Action: Post for Employment-Operations Manager-Finance/HR position for \$62,000-\$67,000

Motion: Caorl Michalski

Second: Gary Orton

Board President's Report: ?

Board training materials have been provided to guidelines and clarifications of roles and responsibility for board members.

Finance Committee: Gary Orton gave report that due to excellent work-a great report with cash ratio of 5:1. September has been closed, October is closed to being closed.

4-H report: Libby LePinnet Kelly-positive effects with recruiting new members. Deadline extended to January 31 for new member enrollment. Training for Tractor Safety Classes has occurred-would be something to happen in the Fall. Participants will be able to be trained and employed (kids under the age of 16) This also covered Farm Safety for participants and completion would provide state certification.

Human Ecology-Making sure everyone has met Ashely, no additional meetings-new members have been voted in at Annual Meeting and will be joining following meetings.

Cornell Extension Specialist: Danielle Hautenemi- Dr. Andy Turner is the new Director of CCE Extension (state wide). This position previously had a part time teaching requirement, the position now is fully administration. Corrine announced there was an Extension Podcast introducing him that was available to all.

County Report: Betty- Delaware County is debt free.

Announcement: Organizational Meeting scheduled for January 24, 2024 at 6pm.

Action: Move to Executive Session for discussion of individual personnel and legal issues.

Motion: Gary Orton

Second: Donna Jones

Action: To exit Executive Session

Motion: Carol

Second: Andrea Balcom

All in favor:

Action: Adjourn Meeting

Donna Dickson

All in favor:

Meeting Minutes provided by Donna Dickson Noonan and Donna Jones.