

Board of Directors Meeting
24 Martin Road, Voorheesville, NY 12186
March 26, 2025 - 6:00pm

Present: Carolyn Anderson, William Reinhardt, Ann Potts, Sue Dwyer, Ellen Doolin, Wendy Daignault, Christine Saplin, Allyson Whiting
Absent: Kevin Millington, Keshana Owens-Cody, Sue Black, Theresa Rodriguez, Danielle Hautaniemi
Staff: Lisa Godlewski, Lisa Buenau, Anthony Zumbolo, Barbara Stevens, Jessica Denno

I. **CALL TO ORDER:** By Carolyn Anderson at 6:08 pm.

II. **APPROVAL OF MINUTES:**

- January Meeting Minutes presented.

MOTION: Motion by Christine Saplin to accept the January Meeting Minutes as presented, seconded by Ann Potts. Approved unanimously.

III. **REPORT FROM OFFICERS:**

President- President Anderson thanks Lisa and her staff for everything they do to keep us running smoothly.

Vice President- Christine seconds the sentiment.

Treasurer- Kevin Millington was unable to attend.

Secretary- Sue Black was unable to attend.

IV. **LEGISLATIVE REPRESENTATIVE REPORT:** Bill Reinhardt reports:

- Ongoing issues with Biosolids and PFAS in the community are still prevalent. Locally there are contaminated wells downstream from where farmers have used this fertilizer. Treatment plants are not designed to deal with biosolids and leachate. Currently, County Executive has placed a 60-day moratorium on use of biosolid fertilizer, however, Legislature is considering a ban.
- Additionally, Bill mentioned his concern for how all the federal changes may affect our funding and programming and believe it is important to prepare and think through the risks.

V. **FINANCIAL REPORT:** Anthony Zumbolo reports:

- Year End-December Financial- cash is up, CD's/Investments down. Statement of Operations- revenues are viewed from 5%/over 5,000 threshold. Discrepancy due to timing on the SNAP contract. Private contracts are in a very positive position. Investments through December are very positive as well. Expenses were in line with revenues, travel/fuel changed as newer cars are more fuel efficient.
- Notes to Financials are standard language and format provided by Cornell. Net Assets with Donor Restrictions- notes a reclassified 4H-JOANN account- balance is still there but no longer restricted. Functional expenses- the association is maintaining a very good baseline ratio. Industry recommends 65% and we are around 80% Education/Research, and 75% Human Services. Liquidity ratio in a good place.

MOTION: Motion by Bill Reinhardt to approve the Net Assets with Donor Restrictions as presented, seconded by Sue Dwyer. Approved unanimously.

MOTION: Motion by Ann Potts to approve the Net Assets without Donor Restrictions as presented, seconded by Christine Saplin. Approved unanimously.

MOTION: Motion by Ellen Doolin to approve the December 2024 Financial Statements with Notes to the Financial Statement as presented pending audit, seconded by Sue Dwyer. Approved unanimously.

- Investment Update: Account was rebalanced at the end of January 2025 and is up 3%.

VI. **PUBLIC COMMENT:** No comments

VII. **EXECUTIVE DIRECTOR REPORT:** Lisa Godlewski reports:

- SNAP-Ed- New 5-year contract started October 1, 2024. The federal government has approved the statewide plan and contracts should be forthcoming; hopefully we should be able to start submitting billing soon. Continued awareness of USDA changes or federal impacts.
- Staffing has stabilized. Salary increases felt around the association in raising base salaries/hourly rates and COLA. Also, the association's investment in equipment and program materials has been welcomed. Two more positions are being hired by the end of the month; two more to fill.
- Executive Directors have been asking Extension Administration for guidance on the impacts and necessary changes due to new Executive Orders.
- NYS passed their budget, and word is that CCE's funding request was approved.
- First quarter budget meeting with Albany County- the county is always very supportive.
- Green Street Office- officially moving out by July 31. Have had numerous emails and conversations with the County about where to relocate, as we offer HEAP application processing and we also serve SNAP beneficiaries with education and outreach. Healthy

discussion ensued about what space is utilized for, what would be ideal for our educators and HEAP applicants, concerns about travel and building accessibility, and proximity to other offered services.

VIII. **STANDING COMMITTEES:** No reports

IX. **PROGRAM REPORTS:**

For Human Ecology: Lisa Buenau reports:

March is National Nutrition Month and April brings us Financial Literacy Month. CCE's Parenting educator has been holding regular classes such as Parenting in Times of Stress for MVP members and staff. She also held a program with a high school class, asking them to give her tips on utilizing social media, or how they might advise friends to utilize social media in a healthy manner. Our nutrition educator has been busy- in fact Irish Cooking is tonight! Other programs presented: Diabetes Awareness, and Spices Around the World. Last weekend she did a program at Maria College's Master's Program in OT. Waiting to hear if funds will be available for the Summer Youth Employment Program this year. On the environmental health side- working with ACDOH to establish a contract to offer lead abatement supervisor training and lead abatement training. The City of Albany is creating a roster of buildings with lead paint that will need to be inspected every three years.

For 4-H: Barb Stevens reports:

February break weeklong program was a great success for our 4-H program. Urban programs are working with the Cohoes Connects Center on food systems/gardening/seed starting, dairy programming and STEM activities. Educators are also visiting Montessori/TOAST offering programming and initiating a STEM club at TOAST. Horse Bowl is back this year and CCE Albany County youth did very well. Ag Literacy Month has one of our educators going into several schools reading the annual sponsored book to elementary school children. An Administrative Assistant has been hired to support HE, 4H and Ag. Energy programming- staff participating in numerous tabling events and meeting regularly with NYSERDA staff.

For Master Gardeners (MG): Christine Saplin reports:

CCE was in the news recently- a MGCV was interviewed and has been doing classes about gardening. Initial stages of planning for the Garden Education Fair on 5/31/25, 10am-2pm. On April 8th, the first plugs will arrive and be potted. Also, MGCV will be packaging seeds that have been saved. Organizations are requesting hands-on activities, so MGCV are brainstorming workshop ideas. Pruning workshop and seed starting workshops planned for near future. Knowing your Weeds is scheduled for April 28, 2025. Little Sprouts registration is open. MGCV continue to offer soil testing program to Brighter Choice. Summer Adventure program theme is Homegrown Backyard National Park. This idea is to connect backyards to pollinators. Composters have a new fence, considering new raised garden beds and have plans to build a kiosk. Small committee aiming to raise money to replace the gazebo in the Memorial Gardens. The Albany County Veterans programming is still ongoing and running well. MGCV educational trip and tour is planned for Mid-May.

For Agriculture/Horticulture: Lisa Godlewski reports:

Between Eastern NY Commercial Horticulture (fruit and vegetable) Program (ENYCHP), Capital Area Agriculture and Horticulture Program (CAAHP), and Local Agriculture staff- an abundance of programming. Fruit and Veggie schools; IPM roads show to 5 different locations; workshops in blueberry pruning, aspiring farmers workshops, farm marketing; beef producers' seminars; fecal roadshows, and support /resources for preparing for ICE and CPB encounters.

X. **OLD BUSINESS:** Lisa Godlewski reports:

- GC-SBN: 1.) Finance Lead is transitioning as our finance lead left for Cornell; starting April 1, GC-SBN region will utilize Albany's finance manager for guidance and advice. 2.) HR policies and ongoing updates and system wide planning for legal review. Ongoing efforts to respond to new Executive Orders. Making changes to accommodate Extension Administration no longer reviewing position descriptions. 3.) IT training ongoing and preparing for new website. 4.) seeking additional insurance to cover the GC-SBN and the professional services provided for the region.
- Working with Risk Management (P W Wood) to be sure we are doing everything appropriate surrounding contracts, MOAs, Use of Facilities, etc.

XI. **NEW BUSINESS:** Lisa Godlewski reports:

- Equipment purchases: we need a new server and a vehicle that can transport equipment and materials (specifically for Lead Certification classes). A vehicle needs to be smaller than the Ford Van we have, but more utilitarian than a minivan.

MOTION: Motion by Ellen Doolin to approve the purchase of a new server as presented, seconded by Christine Saplin. Approved unanimously.

MOTION: Motion by Ellen Doolin to allow Executive Committee to approve proposed purchase of an appropriate cargo van when the estimate is finalized, seconded by Wendy Daignault. Approved unanimously.

XII. **INFORMATIONAL REPORTS:** no reports

XIII. **ADJOURNMENT-**

MOTION: Motion to adjourn by Ellen Doolin, seconded by Wendy Daignault. Approved unanimously.

Adjourned- 7:28 pm.

Next Board Meeting: Wednesday, May 21, 2025, 6:00 pm