

## Minutes

### Cornell Cooperative Extension of Essex County

Meeting of Executive Committee July 28, 2025, 4 PM

Lewis, NY

Board members present: Trisha Best, Daniel Berheide, Marcail Miller.

Board member on Zoom: Jessica Tyson.

Staff present: Laurie Davis, (Senior Administrator), Laura Nicholson (Finance Manager), and Elizabeth Lee (Executive Director)

Meeting called to order by Trisha Best at 4:10 PM

#### **Managing current financial assets:**

1. Recommendation to roll over CDs
  - a. \$100K to 6 month @ 3.4%
  - b. \$50K to 13 month @ 3.6%
  - c. \$50K to ICS at Champlain National Bank until full Board vote on Adirondack Foundation Organization Fund  
**Daniel made a motion to roll over the CDS listed above and move \$50K to ICS pending board vote, seconded by Trisha. All in favor, motion carried.**
2. Recent grant submissions:
  - a. Cole - \$10K Farm Credit East for 2025 Adirondack Harvest Festival expenses.
  - b. Sam - \$25K UVM ECH for expanding senior wellness
  - c. Cole/Jake - \$200K for DEC Environmental Justice Community Impact grant, Daniel would like Cole to reach out to him re: metrics to use.
  - d. Hannaford \$10K for childhood obesity prevention – was awarded.
3. Conversation with Tom Stork, an experienced economic scenario planner recommended by the Adirondack Foundation. He said we cannot project anything because we don't have our revenue sources nailed down.
4. Proposed budget scenarios:

Scenario 2 was decided as the best workable budget for 2026. Laura and Elizabeth explained the figures. Reviewed the current state of the FMPP and MARRY grants. Reviewed all three scenarios and transfer options. This is just an update. There's a lot we still don't know. Waiting to see what state passes down to counties. Shoot for taking about 50% from administrative and general funds to prepare budget.
5. Outreach to Shaun Gilliland and Elise Stefanik's offices: Shaun had the idea to ask county, in our budget request, for a contingency line of funds if federal funds fall short at end of 2025. We would add it to our budget request for September. This could cover 2026 but we'd still have to cover 2025 shortfalls (up to \$144,000).

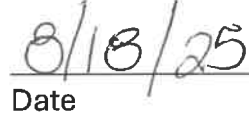
Stefanik's office was supportive. NIFA money for MARRY grant was released already. So why don't we have it? The Stefanik contact will pursue this for us if needed.

The next Executive meeting is scheduled for **Monday August 4 from 4-5 PM.**

**Motion to adjourn at 4:57 PM by Daniel, seconded by Marvail. All in favor, motion carried.**

Approved by the CCE board on August 18, 2025

  
Marvail Miller, CCE Board Secretary

  
Date