

Cornell Cooperative Extension Orange County  
Board of Director's Meeting  
April 28, 2025  
***Minutes***

**In Attendance:** Tom Manza, Gordon Dean, Amy Minutolo, Rachel Carr, Richard Mayfield, Paul Wiley, Tamara Lajara, Nancy Proyect Rider, Jill Marie, Kathi Nywening

**Absent:** Edwin Estrada, Lagwana Tyler, Paul Ruszkiewicz, Adam Hughes

**Staff in Attendance:** Lucy Joyce, Amanda Sostre, Jill Van Aken, Cynthia Blomquist, Shayna Russo, Susan McCormack, DeAnna Sardella-Matthews

**Call to Order:** Meeting called to order at 7:05PM by board president, Gordon Dean; followed by the Pledge of Allegiance.

**Roll Call:** Kathi Nywening

**Reading & Approval of Minutes:** March 24, 2025

Motion by Jill Marie, seconded by Gordon Dean to accept the 2024 financial notes, year-end report, and December financials as presented. Vote taken – unanimous; motion passed.

Motion by Tamara Lajara, seconded by Amy Minutolo to make two corrections to draft March minutes. Vote taken – unanimous; motion passed.

Motion by Nancy Proyect Rider, seconded by Amy Minutolo to accept the March 24, 2025 Board of Director's meeting minutes as presented. Vote taken – unanimous; motion passed.

**Program Reports:**

- *Agriculture* – Maire Ullrich, Program Leader
  - Maire at Cornell Leadership Program at Cornell
  - Calf sale coming up
    - Zoe has youth involved in calf sale

- Also will have silent auction
- *SNAP-Ed* – Shayna Russo, Program Leader
  - Dawn submitted January
  - Waiting on technical assistance monies
    - Checking weekly
  - Lots of conferences → New educators presenting
- *Family & Consumer Sciences & 4H* – Susan McCormack, Program Leader
  - New EFNEP Educator
  - 2 New 4H Educators – doing great
  - DeAnna runs horse trainer program
    - Went to Horse Bowl (academic setting)
    - One of our juniors won 1<sup>st</sup> place
    - 1 was placed 5<sup>th</sup> for Nationals
    - Hippology starting soon
      - We will host at CCE in June
  - Volunteer recognition is this Saturday

**Program Presentation:** DeAnna Sardella-Matthews – 4-H Public Presentations

- Teaching/encouraging youth to research a subject and practice public speaking skills
- Increases youth confidence and ability to accept feedback

**President's Report:** Gordon Dean

- This is the conclusion of our three year memorandum with the Lions Club
  - We need to establish hard deadlines
  - Possibly make a board committee/have a code of conduct

**Executive Director's Report:** Lucy Joyce

- Fully Accredited Association

**Report of Liaison Representatives:**

- *Orange County Executive's Office* – Paul Wiley
  - County bought the Old Chester School for \$1
    - Possibly tech training center (beyond BOCES)
    - Maybe adult education center

- Schunnemunk Trail being expanded
  - Camp Laguardia → 2 miles should be cleared after camp
  - Similar to Heritage Trail

### **Committee Reports:**

- *Personnel Committee* – Amy Minutolo
  - No updates; committee met 4/16/25
- *Finance Committee* – Tom Manza
  - January gain \$37K → No SNAP contract yet
  - Expenses were down due to open positions
  - Did not receive appropriations until March

Motion by Kathi Nywening, seconded by Gordon Dean to accept the January financials as presented. Vote taken – unanimous; motion passed.

- February gain \$33K
- Revenue down because SNAP grant wasn't executed yet
- Expenses were down due to open positions
- Program registrations increased \$15K
- Travel/Lodge increased \$4K due to SNAP conference

Motion by Nancy Project Rider, seconded by Amy Minutolo to accept the February financials as presented. Vote taken – unanimous; motion passed.

- Webinar 3 week ago for Cornell
  - Tom felt we have a good finance committee
  - Most things discussed we are already doing
- We received No-Till grant → \$ was given upfront
- \$7.7K grant through SNAP-Ed → Rescued Eats
- Awarded Transportation Grant
- *Fund Development Committee* – Nancy Project Rider & Amy Minutolo
  - Not doing HV Gives this year
  - Will have meeting next month
- *Park & Facilities Committee* – Lucy Joyce
  - DASNY 1
    - Equipment is arriving this week
    - Breaking ground next week

**Unfinished Business:**

- Old Dairy Barn- Town has 99-year lease with us → They must maintain it.
  - Roof in bad shape → Tried to fund through Restore NY
  - Town would like to give us the building after they repair it
    - Does CCE want to pay the difference for metal Roof? → 30 years vs. 100 years
  - Passed already by town board for \$60K
- Education Center
  - \$150K for design from county for Education Center
  - If county is buying, they need to own the building and property around it
- DASNY 2
  - Top 2 priorities when starting
    - Insulate/Heat Kosuga
    - Tree Removal

**New Business:**

- Executive Orders – reviewed

**Adjournment:** Motion to adjourn meeting at 8:40PM. Unanimous—meeting adjourned.

Respectfully submitted,

Kathi Nywening, Board Secretary

Amanda Sostre, Recording Secretary