

**Cornell Cooperative Extension Association Essex County**  
**Board of Directors Meeting**  
**Monday, December 15, 2025**  
**CCE Office, 8487 U.S. Route 9, Lewis, NY at 5:30 PM**

**Officers**

*President* – Trisha Best

*Vice President* – Jessica Tyson

*Secretary* – Marcail Miller

*Treasurer* – Daniel Berheide

*Supervisor Representative* – Matt Stanley  
*Cornell University* – Kevin Jordan

**Members at Large:**

*Elisha Bartlett*

*John Culpepper*

*Krissy Leerkens*

*Michael Kuba*

*George Sayward*

*Florence Sears*

**Committees:**

*Executive (Trisha, Marcail, Daniel)*

*Nominating (TBD)*

*Community Vitality (TBD)*

*Agriculture and Local Food (George)*

*Adirondack Harvest (Mike Kuba)*

**Agenda**

**Call to Order**

**Adjustments to the Agenda**

**Approval of minutes of previous meetings:** October 20, 2025, full board meeting, November 18, 2025, Executive Committee minutes.

**Finance** – Daniel Berheide and Laura Nicholson

- October 2025 financial report
- Update financial controls for investment policy signers
- Preliminary 2026 budget

**Reports:**

- Staff program report
- Executive Director report
- Committee Reports – Board Liaisons
  - Community Vitality
  - Adirondack Harvest
  - Agriculture and Local Food

**Old Business**

**New Business**

- A/R Review
- Appointment of assistant to the treasurer and assistant to the secretary
- 2026 Board meeting calendar
- AG & AH PAC restructuring

**Other**

**Executive Session** for staff performance evaluation

**Adjourn**

**Attachments:**

- CCE Essex Board Agenda 12.15.2025
- Minutes of October 20, 2025 meeting
- Minutes of November 18, 2025 Executive Committee meeting
- October 2025 finances
- Draft financial controls
- Draft 2026 board calendar
- A/R
- Staff program report