



**Cornell University**  
Cooperative Extension  
Oneida County

121 Second Street  
Oriskany, NY 13424-3924  
t.315-736-3394  
f.315-736-2580

**September 25, 2025 Board Meeting Minutes**

---

**Date: September 25, 2025**

**Time: 6:00PM**

**Location: CCE OC, 121 Second Street, Oriskany, NY 13424**

	Count	Board Member	Position	Term	Expiration
	1	Anna Weeks	President - STEM / Community Connections	2	12/31/2027
	2	Sue Carvelli	Vice-President – Rome Community Schools / BOCES	2	12/31/2025
	3	Hollie Wolanski	Secretary / Education	2	12/31/2027
	4	Dick Presky	Treasurer / Insurance / Genesis	1	12/31/2026
	5	John Brouillette	At-Large / Agriculture	1	12/31/2027
	6	Kathryn Festine	At-Large / Legal	1	12/31/2027
	7	Rosanne Loparco	At-Large / Master Gardener / Finance	1	12/31/2026
	8	Howard Regner	At-Large Agriculture / Farm / Education	1	12/31/2025
	9	Paul Sears	At-Large / Master Gardener / STEM	1	12/31/2026
X	10	Shaila Singh	At-Large / Education	1	12/31/2027
	11	Debbie Spinella	At-Large Agriculture / Education	2	12/31/2027
	12	Vacant	Vacant		
X	Appointed	George Joseph	Legislative Representative	N/A	N/A
X	Appointed	Paul O'Connor	State Extension Specialist	N/A	N/A

**Staff/Community Attendance**

1	Mary Beth McEwen	Executive Director	CCE Oneida County
2	Terri Harrison	Office Manager	CCE Oneida County
3	Bonnie Backman	SBN Finance	CCE Oneida County
4	Lori North	Director of Ops.	CCE Oneida County

<b>2025 Board Schedule</b>		<b>Description</b>
January	23	Reorganization Board Meeting
February	27	Committee Meetings / Board Orientation, 5:30PM food and 6:00PM, General Overview of Programs
March	27	Board Meeting, 6:00PM
April	24	Committee Meetings 6:00
May	22	Board Meeting, 6:00PM
June	26	Board Meeting – Audit Presentation, Dermody, Burke & Brown 6:00PM
July	24	Committee – Boonville Fair Legislative BBQ
August		No Meeting Scheduled
September	25	Board Meeting
October	23	Annual Meeting
November	20	Board Meeting
December		No Meeting Scheduled

**Call to Order:** (6:00PM)

**Pledge of Allegiance:**

**Staff Presentation:**

- Lisa Farney – Lisa presented on 4H department programming

**Approval of Meeting Minutes:**

- Motion to approve June 26, 2025, Board meeting minutes.

*Vote:*

<i>Motioned by:</i>	John Brouillette
<i>Second by:</i>	Paul Sears
<i>Discussion:</i>	No discussion
<i>Motion Carried:</i>	Unanimous

**Finance:**

- Review 2<sup>nd</sup> Quarter 2025 financials. – Bonnie Backman

Motion to accept the CCE Oneida County 2025 2<sup>nd</sup> quarter financials pending Cornell Cooperative Extension Administration year-end review.

*Vote:*

*Building Strong and Vibrant New York Communities*

2

*Motioned by:* Kate Festine  
*Seconded by:* Paul Sears  
*Discussion:* No discussion  
*Motion Carried:* Unanimous

- Nutrition Department funding update
  - EWPH - \$247,434.00 Although nutrition education funding was zeroed out in the federal budget, NYS had enough carryover money to fund the Eat Well Play Hard program for \$247,434.00 for the Federal year beginning October 1, 2025 and ending September 30, 2026.
  - SNAP-Ed - \$226,000.00, NYS awarded programs \$226,000.00 in carryover money to each SNAP-Ed region for the 2025-26 federal budget year and that have indicated there may be an additional carry over award in November

There will be 5 staff member working in these programs for the 2025-26 year. At this point there were no layoffs at our office.

- Motion to authorize Lori North to approve Accounts Payable, Accounts Receivable, journal entries and other financial transactions in Acumatica as necessary in the Executive Director's absence.

*Vote:*

*Motioned by:* Kate Festine  
*Seconded by:* Debbie Spinella  
*Discussion:* No discussion  
*Motion Carried:* Unanimous

#### **Board President's Report:**

- Nominating Committee: Anna Weeks, Debbie Spinella, Rosanne Loparco and Hollie Wolanski are the Nominating Committee. Two Board positions are open.

#### **Executive Director's Report:**

- Staff Allowances

Motion to approve an employee retention allowance of up to 5% of each individual staff member's salary for all qualified staff. The qualified staff retention allowance for current employees is for time worked from January 1, 2025 through September 30, 2025. Staff who started after the first quarter of the year will receive a prorated allowance based on their start date.

*Vote:*

*Motioned by:* Sue Carvelli  
*Second by:* Paul Sears  
*Discussion:* No discussion  
*Motion Carried:* Unanimous

- Annual Meeting – October 23,2025, registration will be sent, via email.
- Taste of CNY – November 1, 2025 from 11:00am – 2:00pm at North Star Orchards
- Hannaford Grant \$10,000.00 – AG & Youth Development – Strengthening Community Capacity For Childhood Obesity Prevention and Health Promotion
- Mother Cabrini \$109,971.00 – Educating about the Mental and Behavioral Health Impacts of excessive screentime.
- Local Food Promotion Program (LFPP) – Application Submitted \$463,611.09 – 3 years – OCPM - USDA
- Recreational Trails Program (RTP) - \$150,316.50 Application Submitted (CFA) to improve trails at CCE Oneida.
- Journey For Good – Nutrition - \$41,900.69 Application Submitted, private
- Urban Farms and Community Gardens - \$49,887.00 Application Submitted, NY State
- JW Couch Foundation - \$86,625.00 – Nutrition – Application Submitted, private
- Youth Sports and Education Opportunity Funding – 4H - \$40,800.00 Application Submitted, state
- Grants Currently in Process:
  - The Women's Funds of Oneida and Herkimer County – Women in AG. Similar to Annie's.
  - Cornell Engaged Opportunity Grant
  - USDA Farm To School
  - NE Extension Risk Management
  - Farm Viability Grant Program
  - Dairy Farm Improvement Checklist

**Marketing** – send snippets to Legislators; two or three sentences, create small business card for Board member use. The information can be from our trivia questions from our annual report.

CCE Brochures, possibly add stats, success stories.

Social media, success stories, statistics.

Invite TV stations, utilize billboards, press release follow up

Booklet of success stories.

**Executive Session if Required:** none required

**Adjourn:** Time: (7:29PM)

*Vote:*

*Motioned by:* Paul Sears  
*Seconded by:* Hollie Wolanski

*Discussion:* No discussion  
*Motion Carried:* Unanimous