

**Cornell Cooperative Extension of Delaware County
Board of Directors**

Monday, November 3, 2025

6:00 – 7:00 PM

Cooperative Extension Office, Hamden, NY

1. Call to Order 6:00 pm

2. Action: Approval of candidate for Executive Director position
Betty let the board know that there were fourteen applicants, conducted four Zoom interviews, chose two for in-person interviews, one dropped out, was left with one candidate, options were to interview the one, open new search or offer interview to the third candidate. Emily Roach is the candidate, she came in for the in-person interview on October 28, 2025. Betty indicated that the comments from staff were positive.
Motion to Appoint Emily Roach as Executive Director for \$135,000 annually.
Motion: Eric Scofield
Second: Bud Gladstone

Discussion went on then motion to approve with the stipulation of leadership training with a \$5,000.00 covered cost and provisional for 1 year.
Motion: Betty Scott
Second: Tim Gutliph
Motion Carried

Tim thought Emily was the strongest and stated that she would need guidance. Executive Leadership in the first year. Cornell offers it remote. Recommends that we have her take this course. Pat Claiborne said that Harold Craft is highly recommended and asked to make sure that this information is included in the offer.

Renumeration for Nancy to continue her contract until November 28, 2025 and November 28 – December 31, 2025 work as consultant at her hourly rate.
Motion to Approve the Renumeration for Nancy E. Grotevant
Motion: Christina Losie
Second: Eric Scofield
Motion Carried

3. Finance Committee – Charlie Engel
Charlie discussed the June financials, reviewed in the Finance Committee meeting, approved and would like the Board of Directors to approve.
Motion to Approve the June Financials as presented
Motion: Tim Gutliph
Second: Stacy Palmatier
Motion Carried

Second item Charlie discussed was a CROP transaction from 2023, Columbia/Green held a workshop, but they sent us the payment, and we cashed the check. Charlie would like to pay back the \$1,100.00 that is actually owed to Columbia/Green.

Motion to send payment to Columbia/Green for CROP workshop that was paid to us in error

Motion: Damian

Second: Christina Losie

Motion to adjourn

Motion: Tim Gutliph

Second: Eric Scofield

Motion Carried

Meeting ended at 6:15 pm