

## Cornell Cooperative Extension of Columbia and Greene Counties

Organizational Board Meeting  
Agroforestry Resource Center, Acra  
January 13, 2026

**Present:** Virgilia Tegiacchi, Cathi Annese, Jonathan Farber, Amanda Pierro, Paul Spoleti, Joyce Crawford, Joe Sniado, Sherry True, Carlton Davis, Nile Mitchell

**Absent:** Emily Powers, Angela Worth, Tim Ooms

**Staff:** Lisa Gallina, Angela Tallarico, Jean Wheeler, Rebecca Polmateer, Jackie Reese

- 1) Virgilia Tegiacchi, President, called the meeting to order at 6:34 p.m.
- 2) **Approval of Meeting Agenda** – Amanda Pierro moved to approve the agenda; Jonathan Farber seconded. Approved unanimously.
- 3) **Introductions/Welcome New Board Members** – Virgilia Tegiacchi, President, welcomed newly elected board members: Carlton Davis and Emily Powers (absent), Cathi Annese (returning board member) and Amanda Pierro (returning board member).
- 4) **December 9, 2025 Board Meeting Minutes** – Cathi Annese moved to approve the minutes; Joe Sniado seconded. Approved unanimously.
- 5) **Election of 2026 Officers** - Virgilia Tegiacchi and Amanda Pierro requested board approval of the Nominating Committee's recommendation of the following slate of officers for 2026:

President – Jonathan Farber

Treasurer – Joe Sniado

Vice President - Cathi Annese

Secretary – Joyce Crawford

Amanda Pierro moved to approve the slate of officers; Virgilia Tegiacch seconded. Approved unanimously.

*Newly elected President Jonathan Farber proceeds to conduct the remainder of the meeting.*

- 6) **Board Vacancy** – Jonathan Farber, President (board approval)
  - Due to the resignation of Liz Chiong for personal reasons, the board president recommends the appointment of Nile Mitchell to serve the remainder of Liz's term through the end of 2026. Joe Sniado moved to approve the recommendation; Cathi Annese seconded. Approved unanimously.
- 7) **Finance & Human Resources Committee Report**, Jean Wheeler, Finance Manager
  - August 2025 Financial Summary Report and Statements – Jean Wheeler reviewed her reports. Discussion followed. Cathi Annese moved to approve the statements; Joe Sniado seconded. Approved unanimously.
- 8) **Memorandums of Agreements**
  - a. Memorandum of Agreement (AR) between CCE and **Columbia County Government**
  - b. Memorandum of Agreement (AR) between CCE and **Greene County Government**
  - c. Memorandum of Agreement (BR) with **Cornell University**

Amanda Pierro moved to approve the authorizations; Carlton Davis seconded. Approved unanimously.

- 9) **Appoint Board Recording Secretary** – Joyce Crawford motioned to appoint Jackie Reese, Office Administrator, to serve as the official recording secretary for board and standing committee meetings; Amanda Pierro seconded. Approved unanimously.
- 10) **Appoint Records Management Officer** – Joe Sniado moved to appoint Angela Tallarico, Administrative Coordinator, to serve as the official Records Management Officer; Carlton Davis seconded. Approved unanimously.
- 11) **Adoption of Retention and Disposition Schedule for New York Local Government Records (LGS-1)** Amanda Pierro moved to approve the resolution; Cathi Annese seconded. Approved unanimously.

- 12) **Authorization of parties to conduct business transactions as outlined below.** Nile Mitchell moved to authorize parties to conduct business transactions as outlined below; Carlton Davis seconded. Approved unanimously.
- Opening and closing of bank accounts requires board approval.
  - Sign checks (Rebecca Polmateer, Megan Gardner, Sara Poggi-Decker, Xandra Powers). Stipulated dollar amount for checks above which two signatures are required (\$5,000).
  - The board president will approve the executive director's expense voucher.
  - Authorize the Executive Director and/or board president to sign MOAs and contracts on behalf of the Association including the following services and programs as approved in the 2025 budget:
    - a) Shared Business Network
- 13) **Authorization to establish petty cash fund in each office.** Discussion. Amanda Pierro moved to authorize the petty cash funds; Cathi Annese seconded. Approved unanimously.
- Hudson \$200
  - Acra \$100
- 14) **Authorization of parties to administer payroll.** Joe Sniado moved to approve the authorizations; Paul Spoleti seconded. Approved unanimously.
- Jackie Reese, Jean Wheeler, Lisa Gallina
- 15) **2025 Governance Structure/Organization Charts.** Discussion. Cathi Annese moved to approve the committees; Carlton Davis seconded. Approved unanimously.
- a) Operational Guidelines
  - b) Board Committee Structure Chart
  - c) Standing & Program Committees
  - d) CCE Employee Organizational Chart
- 16) **2026 Board Meeting Schedule** (2<sup>nd</sup> Tuesday, 6:30-7:30 p.m.) – Amanda Pierro moved to approve the schedule; Cathi Annese seconded. Approved unanimously.
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| January 13, Acra (Organizational Meeting)    | September 15, Hudson ( <i>3rd Tuesday due to the Columbia County Fair</i> ) |
| February 10, Hudson                          | October 13, Acra (Budget Review)  |
| March 10, Acra (Approve Year-End financials) | November 10, Hudson (Annual Meeting)  |
| May 12, Hudson                               | December 8, Acra (Budget Approval)  |
| June 9, Acra                                 |   |
- 17) **Executive Director Report** – Lisa Gallina asked the board how they could get community engagement in 2026:
- Engage personal and professional networks for fundraising and volunteer opportunities.
  - Help Community Horticulture develop.
  - Volunteering to work in the Model Forest.
  - 4-H program on photography.
    - Photograph events for social media.
  - Fundraising
    - Forest walk.
    - Composting program.
  - Help get a real money-making fundraising event.
  - How to help Extension
    - Talk with farmers in both counties about Extension.
    - Work with staff on alternate program income streams.
  - Volunteered time.
    - Network people connection.
    - Support Lisa at events.
  - Help the community learn about all the local resources.
    - Food, flowers, maple syrup, honey, jams, jellies, livestock.
  - Help more with special events.
  - Columbia and Greene County Veterans Service and transition access.
    - Cross connection.
    - High School trade.
    - Employment tabling?
    - Support certain specific track training and diploma/major.
- 18) **New Business**
- Sunday, March 8, Acra – Maple Fest – please come out and help!
- 19) **Adjourn** – Jonathan Farber moved to adjourn the meeting; Amanda Pierro seconded. Approved unanimously. Meeting adjourned at 8:39 p.m.