

**Cornell Cooperative Extension of Steuben County  
Youth Development Program Advisory Committee Meeting  
Thursday, January 15, 5:30 pm**

**Minutes**

Attendance: Scott Folckemer, Isabelle Folckemer, Penny Kephart, Hannah Bush, Melissa Wheaton, Jenny Groen, Stephanie McKinley

1. Call to Order - 5:41
2. Approval of Minutes
  - Motion by S. Folckemer to accept, H. Bush 2<sup>nd</sup>; carried
3. Public Input
  - None
4. Orientation
  - Committee & Subcommittee Structure – reviewed
  - Program Advisory Committee Information - reviewed
  - Volunteer application every 3 years
  - Sexual Harassment Prevention Training – Annual, emailed links to complete
5. Election of committee officers: Chair, Vice Chair
  - Motion to open nominations by S. Folckemer, H. Bush 2<sup>nd</sup>; carried
    - i. Chair – Penny Kephart - motion to nominate by H. Bush, S. Folckemer 2<sup>nd</sup>
    - ii. Vice Chair – Scott Folckemer – motion to nominate by H. Bush, M. Wheaton 2<sup>nd</sup>
  - Representatives to the CCE Steuben Board of Directors:
    - i. CCE Personnel Committee – Hannah Bush – motion to nominate by P. Kephart, S. Folckemer 2<sup>nd</sup>
    - ii. CCE Finance Committee- Melonie Coley – motion to nominate by P. Kephart, S. Folckemer 2<sup>nd</sup>
  - Motion to Close nominations by S. Folckemer, 2<sup>nd</sup> by H. Bush; carried.
  - Motion to accept slate of officers as presented by S. Folckemer, 2<sup>nd</sup> by M. Wheaton; carried
6. Reports
  - Agriculture in the Classroom (AITC)
    - Penny shared at a recent GST BOCES admin meeting with 21 districts present, AGIT was promoted following Keynote speaker.
    - Programming continues in all school districts across Steuben.
    - Farm tours dates: June 5<sup>th</sup>, 11<sup>th</sup> & 12<sup>th</sup>
  - 4-H Subcommittees
    - Livestock & Dairy Advisory Committee
      - Hasn't met
      - Local workshops and knowledge contest practices offered
      - Virtual opportunities through NYS 4-H
    - Small Animal Advisory Committee
      - Minutes provided
        - Incubation Program where 4-H families can “rent” an incubator and will receive eggs to incubate and hatch.

- Horse Advisory Committee
  - Minutes provided
    - Day camp/clinic – noncompetitive day for youth to participate in group lessons, crafts, games, lunch, etc.
- 4-H Programs
  - Market Animal Sale
    - Save the dates have gone out.
    - Multiple YQCA training courses set, more to be offered
  - Shooting Sports
    - State Shoot confirmed in Steuben at Bath Rod & Gun
      - Y at Watson has camp-like dorm housing facilities to offer State Shoot Participants
    - Open Range opportunities are being offered with good attendance so far
  - Dog
    - Obedience classes are being offered – low participation currently, but promoting to increase participation
  - Home Ec
    - No update
  - Showcase
    - Small schedule changes based on feedback from subcommittees
- Staff
  - Jenny
    - Attending district and state meetings
    - Providing support to 4-H & AITC programs
  - Stephanie W. – via report
    - Completing trainings
    - Setting up and leading wide range of workshops and programming
  - Stephanie M.
    - Coordinating Farm Tour & Field Trip
    - Coordinating Ag Literacy Week
    - Programming
- Board of Directors
  - Budget

## 7. Executive Director

- No update

## 8. Old Business

- Ignite by 4-H update
  - i. 2 youth and 1 adult chaperone will be meeting prior to trip, youth are selecting specific tracks soon. I. Folckemer shared that she's "so excited is looking forward to this trip".

## 9. New Business

- Ag in the Classroom
  - i. Highschool Programming
    1. Committee members shared suggestions on the best/most likely way AITC could work into Middle school and Highschool grades through CTE subjects – tech, ag, family consumer science, etc. Suggested a la carte or afterschool.

10. Announcements

- Hippology/Horse Bowl Workshops – alternating Sundays 1 – 3 p.m. thru March 15<sup>th</sup>
- Dairy & Livestock Workshops – alternating Sundays 1 – 3 p.m. thru March 8<sup>th</sup>
- YQCA Workshops – Jan 18, Jan 27, March 9
- Shooting Sports Open Range Archery & Air Rifle – January 11, 25, Feb 8
- Robotics Series – January 26<sup>th</sup> through April 27<sup>th</sup>
- Sewing Series – Feb 8<sup>th</sup> thru March 8<sup>th</sup>
- Shooting Sports Instructor Training @ Ballston Spa – February 20-22
- Public Presentations – February 21st
- 4-H Ice Skating Outing – February 28<sup>th</sup> @ Corning
- Ag Literacy Week March 16 – *Seasons on the Farm* – Sponsor a book for \$15.
- Office Closed: 1/19/26 & 2/16/26

11. 2026 4-H PAC meeting schedule: ~~1/15~~, 3/19, 5/21, 7/16, 9/17 and 11/19 Third Thursday of odd months at 5:30 p.m.

Adjourn – Motion by H. Bush, M. Wheaton 2<sup>nd</sup>; carried.