

**Cornell Cooperative Extension Orange County  
Board of Directors Meeting**

Minutes

April 27, 2026, 7:00 PM

CCE Orange, 18 Seward Ave., Middletown, NY 3<sup>rd</sup> floor

**In Attendance:** Amy Minutolo, Tom Manza, Nancy Rider, Kathi Nywening, Dave Goggins, Diane Aboushi Saleh, Ed Estrada, Rachel Carr, Paul Wiley, Jacky Guan

**Staff In Attendance:** Maire Ullrich, Shayna Russo, Cynthia Blomquist, Jill Van Aken, Zoe Nafis, Amanda Sostre

**Absent:** Patricia Claiborne, Tiffany Chapman, Paul Ruskiewicz

**Guest In Attendance:** Richard Mayfield

**Call to Order:** Meeting was called to order at 7:10 PM by board president, Amy Minutolo; followed by the Pledge of Allegiance

**Special Recognition:** Distinguished Service Award presented to Richard Mayfield. Following this recognition, Richard was dismissed from the meeting.

**Roll Call:** Kathi Nywening

**Review and Approval of Minutes for March 23, 2026**

Motion by Kathi Nywening, seconded by Jacky Guan to approve the minutes from March 23, 2026. Vote taken – unanimous. Motion approved.

**Correspondence**

- ❖ A note dated April 6 from Kathi Nywening was received, thanking the Board for the gift certificate and kind words.

## **Impact Statement Program Presentation: Zoe Nafis – Livestock Program Manager**

- ❖ Incubation & Embryology
  - Orange County farms are rapidly declining (livestock and dairy)
    - Due to developmental pressures, operational costs, and generational shifts
    - Youth have less exposure to agriculture
  - Teachers looking for hands-on curriculum for students
  - Previously 40 kit max
  - Last year they had three rounds of incubation and embryology
  - Impact
    - 1200 students across 65 classrooms
    - 8 districts
      - Middletown, Goshen, Cornwall, Florida, Minisink, Pine Bush, Port Jervis, Washingtonville
      - Next year goal is 10 districts

## **Program Report**

- ❖ Agriculture – Maire Ullrich, Executive Director
  - Calf Sale 5/9 5-9PM
    - BBQ
    - Flower Auction
- ❖ SNAP-Ed – Shayna Russo, Regional Project Manager
  - Now have direct service contract with state
  - Waiting on OOTDA
  - Donation funds will carry through September 2027

## **President's Report**

- ❖ Lucy's retirement event went well.
- ❖ Jill Marie resigned from the board due to personal reasons.
- ❖ Lagwana Tyler resigned from the board due to medical reasons.
- ❖ May Board of Directors meeting will be held at the Park.

## Executive Director's Report

- ❖ June 13<sup>th</sup> – Volunteer training event
- ❖ Eli Bloom will be filling the Ag Leader position starting June 1<sup>st</sup>

## Report of Liaisons/Representatives

- ❖ Orange County Executive's Office – Paul Wiley
  - Schunnemunk Trail
    - 1<sup>st</sup> two miles being cleared
    - Delay was due to DEC permit
  - Camp LaGuardia
    - Last large building has been taken down
  - Sugar Loaf Mountain
    - Looking to acquire a few acres to help with ease of trail
    - Will also need easements

## Committee Reports

- ❖ Personnel Committee – Kathi Nywening
  - Met today
  - Discussed two policies to be amended – will vote at next meeting 5/26
- ❖ Finance Committee – Nancy Rider
  - RBT has started audit
  - January 2026 Financials
    - Cash lower due to Certificates of Deposits
    - Accounts receivable higher due to SNAP and county appropriations

Motion by Kathi Nywening, seconded by Dave Goggins to accept the January 2026 financials as presented. Vote taken – unanimous. Motion accepted.

- February 2026 Financials
  - Checking account low due to county appropriations
  - Savings account higher due to private donation
  - Accounts receivable higher due to SNAP and county appropriation
  - Deferred revenue high

Motion by Dave Goggins, seconded by Ed Estrada to accept the February 2026 financials as presented. Vote taken – unanimous. Motion accepted.

- Savings Account – Walden Savings Bank for Park

Motion by Nancy Rider, seconded by Kathi Nywening to open a savings account at Walden Savings Bank for the Park. Vote taken – unanimous. Motion approved.

- Walden Savings bank Certificate of Deposit matures 5/22/26

Motion by Kathi Nywening, seconded by Tom Manza to renew the Certificate of Deposit at Walden Savings Bank. Vote taken – unanimous. Motion approved.

- General Fund Transfers
  - General Fund to Woodmen \$6,479.01 due to review
  - General Fund to FCD Audio Visual Pub – PASTA program \$2,139.88 to return money to the program

Motion by Ed Estrada, seconded by Amy Minutolo to approve the transfer of \$6,479.01 from the General Fund to Woodmen fund. Vote taken – unanimous. Motion approved.

Motion by Nancy Rider, seconded by Tom Manza to approve the transfer of \$2,139.88 from the General Fund to the PASTA fund. Vote taken – unanimous. Motion approved.

- Investment Policy – committee would like this policy adopted.

Motion by Nancy Rider, seconded by Jacky Guan to adopt the Investment Policy as presented. Vote taken – unanimous. Motion accepted.

- ❖ Fund Development Committee – Nancy Rider & Jill Van Aken, Community Liaison
  - Lucy's Retirement Fundraising successful – \$10K
  - Many camp scholarship donations
  - 5/20 Hudson Valley Gives
  - \$100K commitment from Walden Savings bank
    - Will be unveiled 6/18 at the Donor Recognition Event
- ❖ Strategic Planning Committee – Rachel Carr
  - Reviewed objectives/goals
  - Will meet again at the end of May
- ❖ Park & Facilities Committee – Tom Manza
  - Will meet at end of May at the Park
  - Ceiling is complete
  - Heaters are installed
  - Wetland need to be re-delineated
- ❖ 4-H Farm & Family Fair – Tom Manza & Jill Van Aken, Community Liaison
  - Board of Directors will volunteer in the Clover Café instead of doing the Board Raffle Baskets

- Sign ups for volunteers will be available in May
- 2026 Transportations Grant awarded for \$25K

### **New Business**

- ❖ CCE Orange Constitution Distribution – copy of Constitution distributed to Board of Directors

### **Adjournment**

Motion by Kathi Nywening, seconded by Nancy Rider to adjourn the meeting at 9:01PM.  
Vote taken – unanimous. Motion approved.

Respectfully submitted,

Kathi Nywening, Board Secretary

Amanda Sostre, Recording Secretary