

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

Minutes

April 27, 2026, 7:00 PM

CCE Orange, 18 Seward Ave., Middletown, NY 3rd 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 Ruszkiewicz

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
 - 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 13th – Volunteer training event

- ❖ Eli Bloom will be filling the Ag Leader position starting June 1st

Report of Liaisons/Representatives

- ❖ Orange County Executive's Office – Paul Wiley
 - Schunnemunk Trail
 - 1st 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 than previous year due to Certificates of Deposits
 - Accounts receivable higher - SNAP and county appropriations money has not been received.

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 – 1st quarter county appropriation money has not been received.
 - Savings account higher due to private donation received this month
 - Accounts receivable higher due to SNAP and county appropriation
 - Deferred revenue high due to private donation

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

- Savings Account – Approval for Cindy to open an account at 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 needs 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 for their study/use.

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