



Cornell University
Cooperative Extension
Oneida County

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May 21, 2026 Board Meeting Minutes

Date: May 21, 2026

Time: 6:00PM

Location: CCE OC, 121 Second Street, Oriskany, NY 13424

	Count	Board Member	Position	Term	Expiration
	1	Anna Weeks	President - STEM / Community Connections	2	12/31/2027
	2	Rosanne Loparco	Vice President / Master Gardener	1	12/31/2026
	3	Hollie Wolanski	Secretary – 4H / Dog Obedience / Education	2	12/31/2027
X	4	Dick Presky	Treasurer / Insurance	1	12/31/2026
	5	John Brouillette	At-Large / Agriculture	1	12/31/2027
	6	Kathryn Festine	At-Large / Legal	1	12/31/2027
	7	Torie Hairston	Social Work / Education	1	12/31/2028
	8	Mary Kline	At-Large / Education / BOCES		12/31/2026
X	9	Jessica Nelson	At-Large / Agriculture / Farm / Education	1	12/31/2028
	10	Howard Regner	At-Large Agriculture / Farm / Education	2	12/31/2028
X	11	Paul Sears	At-Large / Master Gardener / STEM	1	12/31/2026
X	12	Debbie Spinella	At-Large Agriculture / Education	2	12/31/2027
X	Appointed	George Joseph	Legislative Representative	N/A	N/A
X	Appointed	Paul O'Connor	State Extension Specialist	N/A	N/A

Staff/Community Attendance

1	Mary Beth McEwen	Executive Director	CCE Oneida County
2	Bonnie Backman	SBN Finance	CCE Oneida County
3	Terri Harrison	Office Manager	CCE Oneida County
4	Steve Caruso	Investment Advisor	Caruso McLean & Co., Inc.

2026 Board Schedule

Date		Description
January	22	Reorganization Board Meeting
February	26	Committee Meetings / Board Orientation, 5:30PM food and 6:00PM, General Overview of Programs
March	26	Board Meeting, 6:00PM
April	23	Committee Meetings, HR 5-6:00PM, Program 6-7:00PM
May	21	Board Meeting, 6:00PM
June	25	Board Meeting – Audit Presentation, Dermody, Burke & Brown 6:00PM
July	30	Committee – Boonville Fair Legislative BBQ
August		No Meeting Scheduled
September	24	Board Meeting
October	22	Annual Meeting
November	19	Board Meeting
December		No Meeting Scheduled

Call to Order: (6:00PM)

Pledge of Allegiance:

Investment Presentation:

- Steve Caruso, Caruso McLean & Company, Inc. presented a financial investment status update.

Approval of Meeting Minutes:

- Motion to approve March 26, 2026 Board meeting minutes.

Vote:

Motioned by: Katie Festine

Second by: Mary Kline

Discussion: Approved as amended – 1 piece of information had been missing. The minutes were corrected and approved.

Motion Carried: Unanimous

Finance:

- Review 2026 1st Quarter Financials – Bonnie Backman reviewed the 2026 first quarter financials.

Motion to accept the CCE Oneida County 2026 1st quarter financials pending Cornell Cooperative Extension Administration year-end review.

Vote:

Motioned by: John Brouillette
Seconded by: Katie Festine
Discussion: No discussion
Motion Carried: Unanimous

➤ **Building Cost Update:**

- Furniture, CCE OC is paying for the furniture and we had created a fund balance for this expenditure. Thus far, Mary Beth has signed proposals totaling \$282,291.81.
- Carpeting - the newly renovated area has new carpet and now it is very different from the older area and is right next to each other, so we are receiving a quote from the General Contractor, Putrelo Building Enterprises, to install new carpet in the older area. The initial quote is \$26,887.53
- Ceiling / Lighting – there is LED lighting in the newer area, the older area has the fluorescent lights. A few staff members need the fluorescent lights off due to health concerns. We are getting a quote to convert the main office to LED lighting.
- Painting, same as the items above.

Human Resources:

➤ **Policy Updates:**

- Personal Appearance
- Sick Leave
- Vacation Leave
- Meal Periods and Work Breaks

The HR Committee reviewed the revised policies and recommends that the Board approve the policy updates as presented.

Motion to approve the policy updates for personal appearance, sick leave, vacation leave and meal periods and work breaks as presented.

Vote:

Motioned by: Katie Festine
Seconded by: Rosanne Loparco
Discussion: CCE OC has had a relaxed business casual dress

code, but recently some have been wearing unprofessional attire that should not be worn to work. Staff are representing CCE OC, and need to present themselves professionally. Supervisors will alert staff when clothing is not appropriate. All policies above will be sent to all staff members and discuss at the next staff meeting in June, 2026.

Motion Carried: Unanimous

Board President Report: no report

Executive Director's Report:

- System of Care Grant Update: this was funded through the Substance Abuse & Mental Health Services Administration. The funding is not very stable and was already reduced so we are not going to move forward with hiring a staff member and will instead terminate the contract.
- Green Affordable Pre-Electrification Pilot Program GAP - CCE received \$176,400 from the Housing Trust Fund Corporation to complement the NYSEERDA program to utilize for clientele housing repairs of up to \$25,000.00 per home.
- Farmers' Market Resiliency Grant, FMRG - CCE received a grant for \$199,007.53 from NYS Ag & Markets to assist in strengthening the Public Market and the resiliency of the food system.
- Transportation for Youth to County Fairs, - CCE received \$24,995.00 to provide transportation to participants of Youth Opportunity Day at the Oneida County Boonville Fair.
- Oneida County Youth Bureau – CCE received \$15,000.00 from the Oneida County Youth Bureau for youth programming.
- Harbor Horizons – CCE received \$5,000.00 for 4H sports including fishing and hiking.
- Wegmans – CCE received \$2,000.00 from Wegmans to be used towards food boxes for the Eat Well Play Hard program.
- Oswego Health – CCE received \$489.56 from Oswego Health to be used towards food boxes for the Eat Well Play Hard program.
- Shineman Foundation – CCE received \$4,800.00 from the Shineman Foundation to be used towards food boxes for the Eat Well Play Hard program.
- Oneida County Public Market - New Market Manager - Jack Riffle - bringing FMPP grant which we will be working with CADE.
- Farm Fest held on May 29, 2026 on DiNitto Farms, only the day portion this year, possibility for the evening portion next year.
- Rooted in Oneida County in partnership with Oneida County Tourism, booklet has been created and we will share when the booklet is completed.
- OCPM Summer Market kick-off & Beef Day, Saturday, May 30, 2026
- SBN Letter of Intent from CCE Oneida County, no other Extension office was interested. Instead of the three year contract, it will become a five year contract.
- Grant submissions:
 - American Farmland Trust – Regional Navigator
 - NYS AG & Markets – Workforce Development, dairy processing
 - NYS AG & Markets – Farm to School, we have the momentum
- Grants in Process:
 - Mother Cabrini – Screentime, we did not think that we were able to submit another grant; however, Mother Cabrini called us to request our submission of a letter of intent for this funding cycle.
 - Dairy Foundation, review process.
 - NYSEERDA, instead of a RFP, extend the contract for another four years, 1.3 million dollars and will begin September 1, 2026.
- Staffing Updates
CCRC Infant Toddler position is open

Matt Votz has been hired as the Farm Business Manager and connect with farmers and producers.

Executive Session if Required: None required

Time:

Vote:

Motioned by:

Seconded by:

Discussion:

Motion Carried:

Adjourn: Time: (7:22PM)

Vote:

Motioned by: Rosanne Loparco

Seconded by: Howard Regner

Discussion: No discussion

Motion Carried: Unanimous