

Cornell Cooperative Extension Delaware County

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Cornell Cooperative Extension of Delaware County Executive Committee Meeting

Monday, June 15, 2026

6:00 PM – 8:00 PM

Cooperative Extension Office, Hamden, NY

Board Member Attendance:

Count	Name	Position	Term	Expiration
1	Rebecca Walley	At Large/Board President	1	2026-2028
2	Jill Coleman	4-H Rep/Board V.P.	1	2024-2026
3	Kirstie Mattson	4-H Rep/Board Secretary	1	2026-2028
4	Kendra Wiggins	At Large/Treasurer	1	2026-2028

Others in Attendance: Emily Roach, Executive Director; Charles Engel, Finance Manager, Jake VanLoan, Administrator/HR, and Corrine Tompkins via zoom.

- I. Call to Order: 6:07 pm
- II. Public Comments – None
- III. Executive Director's Report: Emily Roach
Emily reported that they had hoped to work on the 4-H Camp Shankitunk bathhouse this year, but will need to postpone to fall of 2027. There is information that needs to be clarified, architectural drawing, and additional information that needs to be developed. She and Becky will work with the County.
 - We hired two staff; Part-time Ag in the Classroom - Autumn Madugno and Part-time Finance Assistant - Zoe Harris-Ray, they both have started working.
 - 4-H Golf Tournament will be Friday, September 11, 2026, at Hardwood Hills Golf Course in Masonville. We need teams and sponsors.
 - Vehicles, Walton will be purchasing two vehicles this month. The old will be traded in.
 - Upcoming events: 96th Annual Farm Tour will be July 13, 2026, starting at 10:00 am and will be visiting three local farms. Board of Supervisors BBQ will be held July 22, 2026, from 3:30 – 6:30 pm.
 - The County has asked us to hold a Historical Presentation at 4-5pm at County Office Building, Delhi.
 - August 2, 2026, will be the 250th Celebration, and the County has asked us to participate.
 - Delhi Telephone Company Open House will be August 5, 2026, in Delhi.
 - Delaware County Fair will be August 17 – August 22, 2026.Emily noted that the WIFI and Cameras have been installed at Camp.
- IV. President's Report: Rebecca Walley
Becky stated that there is not much to report, she did take her grandson to Camp Open House this past weekend. Staff did an excellent job and he is excited to attend camp this summer. The garden at camp looks great.
- V. Finance Manager Report: Charlie Engel
Charlie stated that the first quarter does not look bad.
- VI. President's Appointment of Kirstie Mattson to Board
Becky appointed Kirstie Mattson to the Board to replace vacant seat. Rachael Collins had resigned.
- VII. Approval of Kirstie Mattson as Board Secretary



Vote: To approve Kirstie Mattson to the Board of Directors and Secretary

Motioned by: Kendra Wiggans

Second: Jill Coleman

Motion Carried: Motion was passed unanimously.

VIII. Approval of Board Minutes from 3/17/2026

Vote: To approve the Board Minutes from 3/17/2026 with the correction that Jill Coleman was in attendance.

Motioned by: Kendra Wiggans

Second: Kirstie Mattson

Motion Carried: Motion was passed unanimously.

IX. Approval of Executive Committee Minutes from 3/23/2026

Vote: To approve the Executive Committee minutes from 3/23/2026

Motioned by: Jill Coleman

Second: Kendra Wiggans

Motion Carried: Motion was passed unanimously.

Kendra wanted to discuss the meals for 4-Hers that go on trips, she feels like they should be covered. Emily will discuss with Ashley and revisit this. Charlie asked about if it should be program wide. Emily said it would have to be mapped out.

X. Approval of January's Financial statements

Motioned by: Jill Coleman

Second: Kendra Wiggans

Motions Carried: Motion was passed unanimously.

XI. Approval of February's financial statements – Approved Statement with adjustment of \$5,078.48 being moved from account 67614 to account 67600

Motioned by: Kendra Wiggans

Second: Jill Coleman

Motion Carried: Motion was passed unanimously.

XII. Approval of March's financial statements

Motioned by: Kendra Wiggans

Second: Kirstie Mattson

Motion Carried: Motion was passed unanimously.

XIII. Approval of O'Connor Foundation Grant – Garden

Motioned by: Kendra Wiggans

Jill asked who would use the garden, Emily said it is Ag driven.

Second: Jill Coleman

Motion Carried: Motion was passed unanimously.

XIV. Old Business:

- Review cell phone plan options and approve one plan for Executive Directors use.

Becky said that she received a couple quotes, but still waiting on others. The plan would be \$55.00/month or less and should be next month. Discussion of the option of work phones for educators and team leaders was discussed. Becky will look into multi-phone plans. This is tabled until more information is gathered.

Vote: No vote at this time.

Motioned by:

Second:

Motion Carried:

- Executive Committee members who owe Code of Ethics/Conflict of Interest forms

The forms were received from Jill Coleman and Kirstie Mattson tonight (6/15/2026).

XV. New Business – no new business

XVI. Adjournment

Vote: To adjourn the meeting

Motioned by: Jill Coleman

Second: Kendra Wiggans

Discussion: none at this time

Motion Carried: Motion passed unanimously

Meeting ended at 6:55 pm

Next meeting scheduled for Tuesday, July 21, 2026

Future Board Meeting Dates: July 21, September 15