



**October 14, 2025, 6:15 pm
Meeting Minutes**

6:15 President (John): Call to Order

Approval/edits to agenda

Privilege to the floor (3 minutes per public comment)

Secretary (Shawn): Minutes from June and August Board meeting (separate attachment)

Motion to approve June and August 2025 minutes: Ariel (June)/Judy (August)

Second: Amy/Amy

Votes: All/All

6:20 Treasurer (Christine):

June, July financials – attached.

Motion to approve month end statements: Ariel

Second: Gerald

Votes: All (unanimous)

Discussion of board designated funds (esp. equipment- laptops, employee development -conferences, Ag activities, Afterschool) – to be used for programming in 2026? Motions as needed to come in early 2026. – confirmation of title origins- what do designations mean

6:30 **SES Update**

6:40 **Staffing**

Hiring status for administrative assistant. Natasha Mathews 50% Admin W-F, temporary through May. Amy B is doing this half-time, 50% of role.

Looking ahead to hiring process for 4-H position when Amy C leaves (Jan).

Question of whether to keep finance assistant role. Not deciding until early 2026.

Programs

Possible first-time homebuyer and young adulting classes- NKK? Oct 28 – BASK Finance

Expanding fitness and health programming with Adam and Mikayla

Facilities

Activity room Rentals income report: since July, \$700 in income, about half profit

Grant applications submitted

Excellus \$30K for Stay Strong Stay Healthy, OTDA (SNAP leftovers) \$226K for nutrition education, Urban Farms \$50K for school garden work in Marion and Huron, DEC \$180K for gardens at Hannick Hall, US DOT \$150K for Safe Streets Collaboration with Newark

Awarded: \$75K from GRHF for relief from federal cuts, SNAP-Ed Community Gardens grant \$38K (reported earlier)

Building Strong and Vibrant New York Communities

Diversity and Inclusion are a part of Cornell University's heritage. We are a recognized employer and educator valuing AA/EEO, Protected Veterans, and Individuals with Disabilities.

Donations management – got Stripe Account, working on Give Lively for donations

Not sure we can proceed with membership this fall – need stronger admin support

Board members – please donate raffle items for Annual meeting!

4-H poultry/rabbit cages- Lake 4-H designated funds to pay for

Motion to approve ~\$6000 for 4-H purchase (see attached) : Judy

Second: Shane

Votes: All

6:50 Nominations Committee. 3 applications received so far for 4 open spots

7:00 Constitution – to approve at November 7 meeting. Attached.

7:05 **ED Report** (Nancy) (below)

7:15 **New business. Tentative dates for 2026 1/13, 3/10, 4/14, 6/9, 8/11, 10/13, 11/6, 12/8.** For Jan- 15 minutes state of association-past/future.

7:20 **Adjourn** Motion: Amy Second: Indy Vote: ALL

Program reports

4-H

Grant Applications/Awards:

4-H has applied for a few small grants and are waiting to hear if we have received them.

4-H Activities and Events

Wayne County Fair: A huge success as you all know. LAP doubled its sales from last year coming in at over \$64,000. The Dairy Booth utilized Cornell Ice Cream this year which was a huge success. We purchased two extra freezers for storage and saved on second delivery which decreased stress and manpower. The Dairy Booth had a profit of over \$6,000 for the scholarship program.

Camp Beechwood: Camp Association Accreditation went well with zero write-ups and so we should be notified in November of our Accreditation status. Camp in general went amazingly with 59 campers and 13 counselors which was increased from 46 campers last year.

Teen Exchange Program: Travel went well for the kids from July 1-8 with only minor flight delays, but was handled smoothly by Amy Clark and Cory Spoon who chaperoned. Our new two-year cycle starts October 1st with an informational meeting on October 6 with new group of kids. We have reached out to a few counties who do not have a Teen Exchange program to see if they would like to pair up with us for the new program cycle. We have been working on finding other 4-H programs to exchange with and we have a few in mind.

Afterschool Programs: We have signed on for another year of Afterschool programming with Clyde-Savannah, Red Creek and Sodus. We are also sending Boredom Buster kit flyers to all the schools in Wayne County to see if there is any interest in those from the school or families.

4-H Advisory Committee: Committee has been going well. We wish we could have full participation at every meeting, but we are working on that. We have gotten good feedback from them on a few programs. The next Advisory Committee Meeting is in December.

Upcoming:

- Oct 1 – Open Enrollment for 2025-2026 year
 - Oct 11 -Water Bath Canning class
 - Oct 25- Pressure Canning Class
- **Oct 24- Achievement Night- We hope all Board members can attend! 6 pm**

Master Gardeners

34 Master gardeners attended our August meeting and in-service training on cover crops for home gardens. Our September in-service training covered plants for bird habitats and was attended by 26 Master Gardener volunteers. We receive client questions for both topics and these trainings support our volunteers ability to respond to them.

8 people from Wayne County are attending the regional training course for new Master Gardener Volunteers being held at Cornell AgriTech from Sept. 10th through Dec. 3rd. The additional support from these new volunteers will help us provide more support to people maintaining their own lawns, gardens, and home landscape plants.

CCE Wayne County Master Gardener Barb Cummings covered home composting for 35 volunteers attending the 5 county Finger Lakes Regional Master Gardener Training.

Client Case Highlight:

Hi, I've been in my new home for 2 years, and last year leaves turned yellow and dropped completely by late summer. I read about it so applied a fungicide this spring just before it budded. Leaves are now turning yellow and starting to drop. Could you help me with understanding what I can do? I Love this tree and it's Pink Blossoms in the Spring. After the leaves drop it has red colored berries that drop. Current pictures attached.

Our response: After looking at the images sent, we told the client we believed the tree was stressed from the very wet spring and the 90-degree weather and requested additional close-up images of leaves in various stages of yellowing. We also asked him to take a look at the branches that were yellowing for signs of injury, insects or anything unusual.

We provided a fact sheet on Apple Scab - a common cause of leaf yellowing and drop in apples for future as we didn't see any scab in his images. His application of fungicides earlier may have controlled this problem. We suggested he take these additional steps to help control any remaining apple scab.

- Sanitation: Rake up and dispose of fallen leaves, as they harbor the fungus over winter.
- Pruning: Prune to improve air circulation and light penetration - allows leaves to dry quickly after dew and rain which helps reduce spread of disease. A more open tree canopy also allows spray application of fungicides to distribute throughout the tree more effectively.

Apples should be pruned in late winter/early spring when they are dormant and it is easier to see the limb structure. It is not recommended to prune during

the growing season as this can result in the spread of a bacterial disease called fire blight. Be sure to sterilize your pruners between trees/shrubs so that in case there is a disease problem, it does not get spread plant to plant with the pruners. Use 70% alcohol and either dip directly in the alcohol, or spray onto the blades and hinge/joint, so that the alcohol is dripping from the blades. We also included a general fact sheet on crab apples, one on pruning them, and one on fire blight another common problem that can occur.

Clients response: Thank you Master Gardener Pat! It was refreshing to get such a quick reply with great information. I did a Lot of pruning, and I keep seeing more dead or partially dead limbs. Here are the pictures you asked for, attached. Thanks so much for your assistance! (Additional images showed apple scab so additional email was sent)

Our email: Yes, there is apple scab present, please see the previous e-mail for information on scab. While losing leaves may weaken trees it is unlikely to cause tree death, so treating with a pesticide is not fully necessary, more of a choice if you can tolerate the appearance. Treating trees with fungicide can be a bit challenging; trying to reach all areas of the tree and there needs to be correct timing and reapplications may be required, so carefully read and follow the pesticide label, if the product used is not being applied correctly, then treatment maybe unsuccessful.

Agriculture

This month has seen a slowdown with community engagement, most likely due to farmers being tied up with harvest. Our office has been working with two small farms to create crop plans and IPM plans for them. The pest scouting for sweet corn has come to an end, and a farm walk that was scheduled for the end of September had to be canceled due to low registration turn out. This is most likely due to the short notice advertising of the event, which occurred because a date was not secured for the event until mid-September. We toured the Headwater facility with Yates and Ontario County's Ag educators for future work on a Rooted in Learning grant. The soil demonstrations for the NY Soil Health Grant our office was awarded are going well, and we will be holding our last demonstration of they year at Annual Meeting. The plan of work for our department has been finished, as well as our page for the annual report. The pesticide course document is finished and will start being turned into a presentation to give in the spring for the pesticide applicators exam.

Community Engagement:

- One soil test was performed in Williamson.
- Working with PI Squared and Knucklehead Farm in Marion on a crop plan.
- Answered questions for a gentleman interested in purchasing an orchard and got him in touch with Bonnie.

Notable Events:

- Registration for Ag in Service
- Registration for Seeds to Success professional development course for ag educators
- Headwater tour
- Learning garden has been planted with cover crops

Nutrition Program Updates

SNAP-Ed NY Program Closeout Budget and Submission

A budget of \$226,000 was allocated from the state to close out the SNAP-Ed Program. A budget was created with details of the final expenditures and outstanding obligations necessary to wind down all aspects of the program, ensuring compliance with all funding requirements. Following the finalization of the budget, it was submitted to the required state and federal reporting systems, **NPEARS** (Nutrition Profile and Evaluation Assessment and Reporting System), and **SFS** (State Financial System).

Presentation to Wayne County COMM 4: Funding a Community Nutrition Educator

A crucial presentation was delivered to COMM 4 of Wayne County on Sept 3rd to advocate for and secure funding for a dedicated Community Nutrition Educator. This role is vital for addressing the significant public health challenges related to diet and nutrition currently facing low-income residents across all of Wayne County.

Future planning for SNAP-Ed Educators

Planning for grants and other opportunities for SNAP-Ed Educators in Wayne County continues as we shift from a SNAP-Ed NY program to a Health and Wellness program for CCE Wayne. Coming up with ideas and plans to provide services in this field that are needed in the community.

ED Report

At our September staff meeting, I took a moment to address all the staff changes over the past few months. I expressed my hope that we now have the team that we're going to have into 2026, and to acknowledge that the changes are hard on everyone. I asked each staff member to write on a blank sheet of paper – a big hope on one side, and a big fear on the other. We put the papers in a bag, and each person drew one out and read both sides aloud.

The hopes were varied, but nearly universally about serving our communities: "continue supporting the community through health and wellness," "maintains value for community," "curate more/deeper connections and partnerships in the community," "continue to find ways to keep growing our programs and reaching the community while having a fun and enjoyable workplace," "see programs crossover/work in tandem even more as we explore more diverse funding options," "keep our spirits high with all the changes."

The fears were, as you might expect, universally about funding.

I was encouraged by this exercise for a number of reasons. One, that all of our staff understand the importance of the work we do and care about our impact. Second, that there was so much language about maintaining – rather than creating – high morale and a healthy workplace. Third, that the fears were all similar, and that no one specifically seemed worried about their own job in particular. As they say, there is no "I" in "team"; the fears stated were all about the team as a whole, not about all the "I's".

For now, as we end 2025, we're in good shape financially. We have a good chunk of salary funds in hand from Greater Rochester Health Foundation, and we have a strong implication of last-quarter SNAP-Ed funding (\$226K) to keep health and nutrition salaries – this money will last longer because of the changes we've already made. We can use some of our unrestricted funding from the FVrX program to support salaries. In addition, Active People, Healthy Wayne funding is still intact, after all, through May of next year.

For 2026, funding gaps remain. Depending on the outcomes of four grant applications (total of \$410,000), in addition to our county budget request (approved by committee!), we may need to make additional layoffs mid-year. This uncertainty will likely remain well into spring 2026, as grants are reviewed. Fortunately, we have a healthy savings level, although of course we always have to keep a reserve to deal with the fact that grants typically reimburse, rather than give funding in anticipation of spending. If you are concerned about our financial standing for next year, then you're a rational and conscientious board member.

That said, in the 2026 budget, I'm going to ask for 4% raises and commitment to maintain our staff salaries at the 40th percentile according to our non-profit benchmarks. These broadband levels have increased, reflecting increases in cost of living as well as continued high interest rates. As you all know, our staff have been through a lot of changes over recent years. I think it's deeply important to keep showing folks that we value their work and that we value them as people. This group of people have demonstrated care, flexibility, and commitment to our work. While I can't – we can't – promise that funding for their jobs will continue indefinitely, we can commit to making sure they are fairly compensated for their work here, as long as their jobs exist. I want to keep this team together as best we can, and I hope you'll support me in maintaining morale through salary improvement.